



City of Deer Park

Pavilion Rental Policy and Procedures

Information and pictures of facilities may be found on the City of Deer Park Web page at www.deerparktx.gov/recreation . If you have questions about facilities or reservations, please call 281-478-2050.

City of Deer Park Pavilion Rates				
Name	Location	Resident Rate	Non-Resident Rate	Deposit
Large Dow Park Pavilion	610 E. San Augustine	\$25/hour	\$40/hour	\$100
Small Dow Park Pavilion	610 E. San Augustine	\$10/hour	\$25/hour	\$100
Splash Park Pavilion	610 E. San Augustine	\$10/hour	\$25/hour	\$100
McHenry Park Pavilion	1201 Center Street	\$10/hour	\$20/hour	\$100
Bayou Bend Park	4200 Kalwick Drive	\$10/hour	\$20/hour	100

General Rental Information

- Pavilions are open to the general public on a first come first serve basis. However, those wishing to reserve a pavilion for a designated time or date can do so on a rental fee basis.
- Available rental times are 8:00 am-10:00 pm and subject to availability.
- Renters will assume full responsibility and all liability during the use of the pavilion for any actions of themselves or their guests, both inside and outside the facility.
- The Parks and Recreation Department has the authority to refuse and or/impose restrictions on future rentals, meetings, persons, groups or organization who previously have given false information or misused / damaged any municipal facility.
- Parks and Recreation Department events, scheduled uses, and maintenance take priority over all availability.
- Picnic tables, trash cans, and grills (selected locations) are available for users. These are not to be removed from their secured locations.
- Restroom access is only available at Dow Park.
- The City of Deer Park requires all professional service providers, contractual instructors, and other contractual service providers to strictly adhere to the requirements of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability. Renter or Contractor,

by signing this Agreement, affirms that it will not discriminate on the basis of disability, and will make services accessible to and inclusive of people with disabilities.

Reservations, Payments, and Cancellations

- Any person scheduling a rental must be twenty five (25) years of age or older. All reservations must be made in person, with a valid I.D. at the Parks and Recreation Department on 610 East San Augustine Monday thru Friday during our operating hours from 8:00 am - 5:00 pm.
- Reservations are made on a first come first serve basis. Paperwork must be completed by the person using the pavilion and will only be valid for the name on the contract. Subletting of pavilion to another group or patron is not allowed. Any violations of this will result in termination of a contract and loss of all deposits.
- Full payment is required at the time of reservation including deposit.
- Fees and deposits must be paid by debit or credit card only. We do not accept cash or check.
- A (2) hour minimum rental time is required for all reservations.
 - A minimum of one (1) hour between reservations will be observed.
- All applicable forms must be completed and turned in 1 week in advance for all weekend (Friday – Sunday) pavilion rentals.
- **Rental time includes set-up and clean-up.**
- Cancellations must be made up to 48 business hours prior to rental date in order to receive a full refund. Cancellation notice of less than 48 business hours will result in forfeiture of reservation fee and deposit
- In the event of severe weather during the rental, please contact the Parks and Recreation Department the following business day to make adjustments to rental time and/or date. Refunds will not be issued.

Rules and Regulations

- The following is a list of items not permitted at pavilion rentals. Violators will lose rental privileges:
 - Alcohol
 - Glass containers
 - Confetti
 - Colored powder
 - Fireworks
 - Inflatables that utilize water
 - Rental rides and rock walls
- Unauthorized vehicles are strictly prohibited from driving in the park. Vehicles may not be parked in or around pavilions.
- Person or persons making the reservations are responsible for the following:
 - Ensuring that all policies and procedures concerning the use of the pavilion are observed.

- Decorations, if used, may only be scotch taped to the structure. All decorations must be taken down at the end of the rental. Duct tape and packing tape is prohibited.
- Use of the pavilion is restricted only to the area that has been reserved. Rental does not include any picnic tables located elsewhere in park or any of the open area or playgrounds.
- Failure to clean up after a rental or damage to the property will result in:
 - Charges for clean up or damages over and above the deposit amount.
 - Loss of future potential rental privileges for that individual or group.
- Any vandalism or damage should be reported to the Parks and Recreation Department at 281-478-2050 or Rental Staff member at 832-835-4261.
- Food trucks will be considered on a case by case basis and subject to all City of Deer Park Ordinances. For more information, please contact the Parks and Recreation Department office at 281-478-2050.
- Consumer BBQ pits are allowed on concrete surfaces in the park.
 - BBQ pits must be 15 feet away from buildings.
 - Coals from BBQ pits must be properly disposed of prior to leaving the park.
 - There are several BBQ pits provided by the City in Dow Park at select locations.
- BBQ mounted on vehicles or trailers are strictly prohibited from being in the park.
- All animals in the park must be on a leash. Please pick up after your pets.
- Please pick up and place all trash in trash receptacles.
- Bounce houses and other inflatable events will require a copy of liability insurance to be presented to the Parks and Recreation Department front office by 5:00 pm the business day prior to event.