



**City of Waterford**

**Community Center and Pavilion Rental Fee Schedule**

Fee Description	M-TH Days	M-Th Nights	Fri-Sun	Notes
Community Center Rental Fee - Resident	\$112.50	\$225.00	\$450.00	
Community Center Rental Fee - Non - Resident	\$600.00	\$600.00	\$600.00	
Community Center Deposit - No Alcohol	\$400.00	\$400.00	\$400.00	
Community Center Deposit - Alcohol	\$600.00	\$600.00	\$600.00	1-100 Guest = 2 Officers / 101 - 200 Guests = 4 Officers
Community Center Pre-Set up Fee	\$28.00	\$56.00	\$113.00	*** \$150.00 pre-set up fee for Non-Residents
Beard / River Park Pavilion Rental Fee	\$25.00	\$25.00	\$25.00	
Beard / River Park Pavilion Deposit	\$75.00	\$75.00	\$75.00	

**Yearly Rates for Non-Profit Groups**

Once per Month	\$200.00	Allows 1 free month, plus \$50/yr cleaning fee	(Excludes Fri., Sat., & Sun.)
Twice per Month	\$250.00	Allows 1 free month, plus \$75/yr cleaning fee	(Excludes Fri., Sat., & Sun.)
Weekly Meetings	\$400.00	Allows 1 free month, plus \$100/yr cleaning fee	(Excludes Fri., Sat., & Sun.)
Per Meeting (Mon - Thurs only)	\$30.00	\$15.00 rental fee, plus \$15 cleaning fee	(Excludes Fri., Sat., & Sun.)
Fri, Sat, or Sun Meeting (Per Event)	\$150.00	Flat fee plus \$150.00 cleaning Deposit	

**Hourly Rates for Private Groups**

\$30.00 per Hour - Minimum 2 hours - Mon - Thurs Only
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**Cancellation Policy**

An admin fee of \$50.00 will be deducted from the deposit if cancelled within 15 days of the event.

If cancelled less than 7 days prior to event, the entire deposit will be forfeited.

**Insurance Policy**

A certificate of liability insurance is required, naming the City of Waterford as additional insured in the amount of \$1,000,000 for the event.

The policy / certificate must be provided 10 days prior to event.

Policies can be obtained through your home owner's insurance company and/or Event Insure (510) 547-3203.

**Alcohol Policy**

Regular, Reserve Deputy Sheriffs, Harris Security or Security Officers from an approved Security company must be present if alcohol is present at the scheduled event.

For 1-100 people a minimum of two officers must be present. For 101-200 people a minimum of four officers must be present.

Officers must be present the entire time that alcohol is present / being served. Failure to have officers present will result in the event being shut down and all fees forfeited.