



CITY OF BEAUFORT WATERFRONT PARK APPLICATION

1911 Boundary Street

Phone: 843-525-7070 Fax: 843-525-7013

Name of Event:	Setup Date & Time: _____ Take Down Date & Time: _____
Individual/Organization Name:	Address: _____ Telephone: _____
Designated Lessee Name and Phone Number	

Completed application must be received and approved by the Events Coordinator, Ivette Burgess. Full receipt of deposit must be received to ensure securing your requested date for rental of the Waterfront Park. Deposits are refundable provided the venue is turned in the same manner it was turned over.

Please mail completed application to City of Beaufort, Attention-Ivette Burgess, 1911 Boundary Street, Beaufort, SC 29902.

All private events must follow the Special/Private Events Policy. You must call the Events Coordinator, Ivette Burgess (843-525-7070) to discuss specifics of the desired event.

Is event open to the public? _____

Will admission be charged or donation required? _____

Will alcoholic beverages be sold? _____ Served? _____

Will food be sold? _____ Served? _____

Will there be any retail sales? _____

Number of people expected to attend: _____

The Waterfront Park venue is rentable in sections with a 4, 6 or 12 Hour limits of any chosen park area or areas. Set up and take down must be factored into your chosen block of time and not to exceed such. NO exceptions made.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
<u>Park Area</u>	<u>4HR Block</u>	<u>6HR Block</u>	<u>Entire Park 12 HR Block</u>
Contemplative Garden	200	400	2200
Pavilion	350	500	
Green 1	300	500	
Green 2	450	750	
Electrical	50	75	
Deposit	500	800	1100

Indicate which block of time and area or areas of interest by circling each.

Lessee/Applicant Signature

Date

Events Coordinator

Date Received

Deposit Paid: _____ Fees Paid _____ Refundable Deposit: _____