



**STAHLMAN PARK
RECEPTION & CONFERENCE CENTER
2211 Bluewater Highway (CR 257)
Surfside Beach, TX 77541**

**VILLAGE OF SURFSIDE BEACH
1304 Monument Drive
Surfside Beach, TX 77541-9522**

979-233-1531 (voice) 979-373-0699 (fax)

- Amenities**
- 4,000 square feet
 - capacity – 200
 - dance floor and “band area”
 - 160 chairs and 40 tables
 - 20 round tables (60”)
 - 20 rectangular tables (36”x72”)
 - audio/video system
 - wireless Internet access
 - handicap accessible

RATES

Monday through Thursday	\$300 per day	+ \$400 cleaning deposit
Friday and Sunday	\$550 per day	+ \$400 cleaning deposit
Saturday	\$950 per day	+ \$400 cleaning deposit
lower level	\$250 per day or	
	\$100 if rented with upstairs	

Rental hours are from 8:00 am to midnight.

*Block rates are available Monday – Thursday only upon request.
**Events with alcohol present require two (2) off-duty police officers. (minimum of four (4) hours @ \$30/hour - \$240.00)

Date of Event: _____ Arrival Time: 8:00 am (earliest you can enter the building)

Event End Time (including teardown): midnight (time you must be out of the building)

Type of Event: _____ Number of Guests: _____ Alcohol? Yes No

Lessee's Name: _____ Phone Number: _____

Lessee's Address: _____ City: _____ ST: _____ ZIP: _____

Contact Person: _____ Phone Number: _____

Driver's License #: _____ Issuing State: _____ Rental Fee + Cleaning Deposit: \$ _____

Date Paid: _____ Receipt Number: _____ Cash/Money Order: _____

Security? Yes No Date Paid: _____

Please provide the name and address of party to receive cleaning deposit refund if different from lessee.

Name: _____ Address: _____

City: _____ ST: _____ ZIP: _____

I, the Lessee, have read and understand the rate schedule, and the information I have provided is true and valid.

Signature: _____ Date: _____

(A copy of the front and back of a credit card, with a copy of the front of the lessee's driver's license is required. This is to cover any damage or cleaning exceeding the initial cleaning deposit.)

RENTAL AGREEMENT FOR STAHLMAN PARK

1. Lessee agrees that in its use of the facility it will indemnify and hold harmless the Village of Surfside Beach from any neglect or misconduct on the part of anyone representing and/or in the employ of the Lessee.
2. The Lessee agrees that in its use of facility it will indemnify and hold harmless the Village from all personal injury and/or property damage arising from use of facility.
3. All persons renting these facilities will follow all Village ordinances, rules/regulations. This includes BEACH RULES, which one can find at www.surfsidetx.org.
4. Full payment of Deposit and Rental fees are required at time of reservation.
5. Written notice of cancellation must be made 30 days prior to your reservation date for a full refund of rental and deposit fees. If written cancellation requests are made FEWER than 30 days prior to reservation date, rental is NON-REFUNDABLE. Deposits, however, will be refunded.
6. The Village reserves the right to pre-empt any scheduled program, activity, or event if need be, provided advance notice is given.
7. One must be twenty-one (21) years of age to reserve this facility, and Lessee must be on the premises and in attendance at all times. A copy of driver's license and credit card is required at the time of rental to verify age of Lessee and for insurance purposes. _____INITIAL
8. The parking lot, beach walkover, and restroom facilities located at the bottom of the building are public access points and cannot be blocked off for any reason. _____INITIAL
9. Lessees will not use or permit the premises to be used for sleeping or lodging purposes.
10. Lessee is required to pay for security for his/her event, arranged for by the Village of Surfside Beach, if alcohol is to be served. _____INITIAL
11. Lessee will be held responsible for his/her guests regarding damage to facility, property, behavior, and the following listing of basic rules for Stahlman Park Facility: _____INITIAL
 - No glass containers are allowed outside the park facility. Absolutely no glass is allowed on the beach.
 - Open fires are NOT allowed, but grills are permitted.
 - No fires or grills on the upper level or deck areas.
 - All furnishings provided within this facility must remain within the enclosed confines of the hall.
 - Excessive noise of any kind and disturbing conduct are not permitted.
 - Fireworks, sparklers, and firearms are not permitted.
 - NO PETS are allowed inside or outside of the facility, with the exception of service dogs.
 - No materials may be nailed, pinned, tacked, or fastened to walls or ceilings.
 - All food/personal items must be removed from refrigerator/shelves, and the trash placed in the outside dumpster at the end of the event. There is a rolling trash can to be used to gather trash and roll down the ramp. Do not drag trash across the carpet.
 - Rice, confetti, glitter, and sawdust are prohibited anywhere on premises
 - The building is a non-smoking building. There will be a \$250.00 fine if you smoke inside the building. Smoking is allowed only in areas the Village designates.
12. Stahlman Park closes at 12:00 am (midnight). All events must end early enough to provide cleanup and patrons, caterers, bands, decorators, etc., time to be out of the facility no later than 12:00 am.

13. The Lessee is responsible for all cleaning and insuring that the facility is returned to its original condition, which includes replacing tables and chairs prior to the time specified on contract, or the cleaning deposit will be forfeited to the Village. _____ INITIAL
14. If damage exceeds the initial cleaning deposit, you will be invoiced and held responsible for all damage reimbursement.
15. The key provided to Lessee must be returned to City Hall either in person or via the drop box provided at City Hall, 1304 Monument Drive, within 24 hours of event. If the key is not returned within this time frame, \$100 will be forfeited from your cleaning deposit. _____ INITIAL
16. Failure to properly lock the door and set the alarm at the end of your event or at any time the facility is empty will result in an additional \$200 charge. Insure that back door is locked.
17. The rental of Stahlman Park facility does not allow for any door charge for any event or activity without prior permission from the Village of Surfside Beach City Council.
18. If you feel the grounds or the facility itself are not to your satisfaction, please notify the attendant **before** your event starts. During business hours (Monday – Friday, 8 am to 5 pm) you can contact City Hall at 979-233-1531 or after hours at 979-248-2085. Leave a message, so someone can get back to you. If you do not report any issues prior to your event, the Village of Surfside Beach will assume that the facility and grounds were in satisfactory condition prior to the beginning of your event.

I HAVE READ THE ABOVE RULES AND REGULATIONS AND AGREE TO FOLLOW THEM OR WILL BE SUBJECT TO FORFEITURE OF DEPOSIT FEES AND POSSIBLE LOSS OF PRIVILEGES TO REMAIN AT THE FACILITY AND FROM USING IT IN THE FUTURE.

SIGNATURE OF LESSEE

DATE