



STAHLMAN PARK EVENT CENTER

2211 Bluewater Hwy (CR 257)

Surfside Beach, TX 77541

VILLAGE OF SURFSIDE BEACH

1304 Monument Drive

Surfside Beach, TX 77541

979-233-1531 ext 106

979-373-0699 (FAX)

AMENITIES

- 4,000 Square Feet
- Capacity – 200
- Dance Floor and ‘Band Area’
- 160 Chairs & 40 Tables:
 - 20 Round Tables at 60”
 - 20 Rectangular Tables at 36” x 72”
- Audio/Video System
- Wireless Internet Access
- Handicap Accessible

RATES:

Monday thru Thursday \$300 per day + \$400 Cleaning Deposit

Friday & Sunday \$550 per day + \$400 Cleaning Deposit

Saturday \$950 per day + \$400 Cleaning Deposit

Lower Level - \$250 per day (+\$100 deposit) or \$100 if rented with upstairs

RENTAL HOURS ARE FROM 8AM TO MIDNIGHT

***Block rates available Mon-Thurs only upon request**

****Events with alcohol present require (2) off-duty officers (minimum of 4 hours @ \$30/hours = \$240.00) Please contact Barbara at cc@surfsidetx.org at least 30 days prior to your event to ensure proper staffing.****

Date of Event: _____ Type of Event: _____

RENTAL HOURS ARE FROM 8AM TO MIDNIGHT

Number of Guests: _____ Will You Serve Alcohol?: _____ yes _____ no

Lessee’s Name: _____ Phone: _____

Lessee’s Address: _____

City, State, Zip: _____

Contact Person: _____ Phone: _____

Email: _____

Driver’s License #: _____ State: _____

Total Rental w/ Deposit Amount: _____ Amount Paid: _____

Method: _____ Receipt#: _____ Amount Owed: _____

Security: yes _____ no _____ Date paid: _____

PLEASE PROVIDE NAME AND ADDRESS OF PARTY TO MAIL CLEANING DEPOSIT REFUND – IF DIFFERENT FROM LESSEE

Name: _____ Address: _____

City: _____ State: _____ 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, along with a copy of the front of your driver’s license is required. This is to insure 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 Village ordinances, rules/regulations, will be followed by all persons renting these facilities. This includes BEACH RULES which can be found 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 LESS 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 their event, arranged for by the Village of Surfside Beach, if alcohol is to be served. _____INITIAL
11. Lessee will be held responsible for their guests regarding damage to facility, property, behavior and the following listing of basic rules for Stahlman Park Facility: _____INITIAL
 - No glass containers taken outside the park facility, absolutely no glass on 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 enclosed confines of hall
 - Excessive noise of any kind & disturbing conduct is not permitted
 - Fireworks, sparklers and firearms are not permitted
 - NO PETS 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 & trash placed in outside dumpster at end of event. There is a rolling trash can to be used to gather trash and roll down the ramp. Please use care that trash is not dragged across carpet.
 - Rice, confetti, glitter or sawdust is 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 designated by the Village
12. Stahlman Park closes at 12:00am (Midnight). All events must end early enough to provide clean up and patrons, caterers, bands, decorators, etc. time to be out of the facility no later than 12:00 AM.

*****You are not permitted to enter Stahlman at any other time other than your scheduled reservation. If you enter the facility before or after your event, your deposit will be forfeited.*****

13. The Lessee is responsible for all cleaning insuring 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 Dr. 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 door and set alarm at the end of your event or at any time the facility is empty, will result in a \$200 additional 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.
- ***Please be aware that the Stahlman Park Event Center is also a public beach access point and the lessee may not prevent any person(s) from parking there or using the beach walkover.*****
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 (Mon – Fri 8am to 5pm) you can contact City Hall at 979-233-1531 option 9 or after hours at 979-248-2085 and 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 the facility and grounds were in satisfactory condition prior to the event taking place.

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