

Washington Oaks Gardens State Park

6400 N. Oceanshore Blvd. Palm Coast, FL 32137

Phone: (386) 447-1553 • Fax (386) 446-6781 • E-Mail: Washington.Oaks.Gardens@dep.state.fl.us

PAVILION RESERVATION AGREEMENT

(Pavilion available 8:00am until sundown) • \$50.00 plus tax = \$53.50

Date of Rental Month: _____ Day: _____ Year: _____

Time from: _____ am/pm to: _____ am/pm **Number of People Attending** _____

Reason for Rental (birthday, wedding reception, etc.) _____

Name of Group/Family _____

Contact Person _____

Street Address _____

City _____ State _____ Zip _____

Phone Number (Day) _____ (Evening) _____

E-mail _____

Driver's License number must be included if paying with personal or business check.

Please make the check payable to Washington Oaks Gardens State Park.

Cash Credit Card Check # _____ Driver's License # _____

Credit Card # _____

Expiration Date _____ 3-digit # on back of CC _____

Name on Credit Card _____

Credit Card Billing Address _____

City _____ State _____ Zip _____

***Park use only:** Date Paid _____ Cash Register Transaction _____

Special Notes _____

GUIDELINES ARE ATTACHED. MAKE SURE YOU HAVE READ, COMPLY AND UNDERSTAND THESE GUIDELINES BEFORE SIGNING BELOW.

Signature of Group Representative _____ Date _____

***Park use only:** Confirmed _____ Date _____

PAVILION RENTALS

Thank you for choosing Washington Oaks Gardens State Park for your event. We ask that you follow these guidelines when setting up for your event:

- The Pavilion is available for rental Mondays through Sundays, 8:00am until sundown, 365 days a year.
- Reservations are on a first-come, first-serve basis. Your reservation is NOT confirmed until the full payment is received, and written confirmation is authorized by the Park. (Do not make plans until your confirmation is received)
- There is a 120-volt electrical outlet and water available at the Pavilion area.
- Restrooms and a playground are located in the Picnic area.
- Nails, push pins, staples, screws or any adhesive device/material to hang decorations are STRICTLY PROHIBITED. Decorations may be tied to the beams.
- It is your responsibility to remove any decorations, rental items, etc. from the Park.
- Pavilion is equipped with ten (10) picnic tables and three (3) charcoal grills. The tables are NOT moveable and are anchored down to the concrete.
- Additional tables are the responsibility of the paying party. You are welcome to bring in your own tables or rent them from an outside vendor rental company.
- Rentals, decorations, and awnings are your responsibility. Please make arrangements to remove these items.
- Music is permitted. Please respect the Park and other park visitors in choosing your music volume level and suitable for all ages.
- In order to preserve the natural environment of the Park, confetti, rice, glitter, balloons, dropping silk flower petals or introduction of any foreign materials, or the release of live birds or butterflies are PROHIBITED.
- Alcohol is PROHIBITED in the Park.
- Dispose of all litter in the trash receptacles at the Pavilion.
- Extinguish all hot charcoal in grills upon exit.
- Do NOT feed or leave leftovers for wildlife. This is crucial to the ecosystem.
- Please inform your group that the Park entrance fee is \$5.00 per vehicle (with up to 8 people) and \$4.00 per vehicle for a single driver. The Park entrance fees are NOT included in the Pavilion Rental fee.
- Each vehicle is responsible for paying the Park entrance fee, UNLESS the Pavilion Rental is for a reception immediately following a wedding occurring in the Park.
- All vehicles must park in the designated parking lot. If you need to drive to the Pavilion to unload or set-up, please call (386) 447-1553 to discuss and make arrangements prior to submitting this form.
- Special arrangements such as; catering, set up, music, rental equipment, etc. must be discussed with and approved by the Park before this reservation can be confirmed.
- The Park has no indoor facilities for special events. In the event of inclement weather, you may rent an awning or secure an off-site location as a back-up plan.
- If you need assistance, please call a Ranger at (386) 446-6780.
- The Park reserves the right to make renovations and modifications to its facilities at any time and is not liable for alteration or inconvenience to previously intended plans/events.

Vehicle access to Pavilion may be arranged only if absolutely necessary for catering, rentals, etc.

PLEASE KEEP THIS COPY FOR YOUR REFERENCE