



## RENTAL POLICY for the COMMUNITY PARK OF IRMO

# PICNIC SHELTER

7507 Eastview Drive, Irmo, SC 29063

1. Rental of the **picnic shelter** may be requested by calling or writing to the Irmo Town Hall to verify availability. Reservations should be made a minimum of one (1) month in advance, if possible.
2. Each request must contain the name, address, and telephone number of the requestor; the purpose of the function, and the number of people projected to attend.
3. Payment for rental and deposit fee, are due when paper work is filled out (including signed contract) and returned to Irmo Town Hall. The security deposit fee will be returned within two (2) weeks following the function, if proper clean-up was accomplished and no damages were noted. In the event of a cancellation, a minimum of two weeks is required (otherwise, there will not be a refund on the fee).
4. Requestor must provide a picture I.D. as proof of residency when submitting an application (in-town fees will only be granted to residents of the Town of Irmo).
5. Official Town meetings and functions shall have priority over other requests.
6. The requestor shall be held solely responsible for the condition of the **picnic shelter** to include: damages to post, lights, fans, tables and grill. Additionally, the requestor shall sign an agreement releasing the Town from all liability arising from the use of the **picnic shelter**.
7. Requestor violating these policies shall not be permitted use of the park in the future.
8. Any individual/group who will use amplifiers and/or electric instruments, etc. must receive prior approval from the Administrator.
9. **Noise levels must be reduced by 9:00 PM.**
10. Ticket sales are prohibited except by approval of the Administrator.
11. No Pets Allowed.
12. No Littering. (Please Use Receptacles)
13. An Adult Must Accompany Children Under 12.



## Community Park of Irmo

### PICNIC SHELTER Fees & Deposits

Physical Address: 7507 Eastview Drive, Irmo. SC 29063

Mailing Address: PO Box 406, Irmo, SC 29063

#### Resident (WITH-IN town limits of Irmo)

organizations & civic groups

SECURITY DEPOSIT	-	\$150.00
RENTAL FEE (up to 4 hours from set up to clean up)	-	\$150.00
Additional hours	-	\$ 25.00 per hour

#### Non-resident (OUTSIDE town limits)

organizations & civic groups

SECURITY DEPOSIT	-	\$ 250.00
RENTAL FEE (up to 4 hours from set up to clean up)	-	\$ 300.00
Additional hours	-	\$ 100.00 per hour

*Please call 803-781-7050 for reservations*