

**Jeanette and Charles Henderson**  
**Heritage Park**  
**Pavilion Rental Agreement**



The pavilion at the Jeanette and Charles Henderson Heritage Park may be rented for half-day or whole-day events. Reservations are on a first-come, first-served basis.

**Pavilion Rules**

- The Park is open to the public at all times.
- A reservation gives the reserver the right to use the pavilion for the allotted time frame. If the pavilion is occupied upon arrival, the reservation receipt should be presented to those using the area.
- Please leave the park in good clean order upon completion of your rental.
- No drugs or alcohol are allowed on park premises at any time.
- No fires are allowed in the park.
- Motor vehicles are prohibited inside the fenced area of the park.
- Public toilets are not available. They may be rented at the expense of the reserver.

A **reservation fee**, applied to the rental cost, is required 30 days prior to any scheduled event to reserve the date.

\_\_\_\_\_ \$25 for half-day rental

\_\_\_\_\_ \$50 for all day-rental

Rental fees must be received 10 days prior to rental date or the Baker Block Museum will consider the reservation canceled. **Cancellations made less than 5 days prior to the event will forfeit the reservation fee.**

A \$25 refundable clean-up deposit is required to rent the pavilion. If the pavilion is not returned to its original condition, the deposit will not be refunded.

\_\_\_\_\_ \$25 clean-up fee (refundable)

\_\_\_\_\_ \$100 half-day (approximately 4 hours)

\_\_\_\_\_ \$200 whole day (approximately 8 hours)

\_\_\_\_\_  
Contact Person / Event

\_\_\_\_\_  
Event Date / Time

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

Approved by \_\_\_\_\_

Date \_\_\_\_\_