



St. Andrew's Parish Parks and Playground Commission Facility Rental Pricing and Reservation Policies

Gymnasium & Picnic Shelter 1095 Playground Road, Charleston, SC 29407

Playground Rd. Picnic Shelter Appx 75 \$45 per hour power available

Water (No PSD discount) \$20 flat fee

Playground Rd. Gymnasium**

Gymnasium Floor 250 \$65 per hour

League Play (No PSD discount) \$35 per hour

Annex Room 60 \$55 per hour

Gym Floor & Annex combo \$100 per hour

Playground Rd. Baseball Field

Field with lights \$35 per hour

Playground Rd. Baseball Field League Rates (no PSD discount)

Field with lights \$20 per hour

Field lining and prep for baseball and/or softball \$35 per game

Field lining and prep for football and/or soccer \$75 per week

Additional tables and chairs for rent: \$10/table \$1.50/chair

**Rentals for Gymnasium Floor and Annex include (8) 8' rectangle tables and chairs for up to 60 people.

Forest Lakes Club House & Pool 1822 Gun Club Road, Charleston, SC 29407

Club House 50 \$60 per hour

Pool (addition to Club House rental) (No PSD discount) \$50 flat fee (Memorial Day – Labor Day)

Outside of regular pool hours (NO PSD discount) \$30 per hour

**Rentals for Forest Lakes Club House include (9) 60" round tables and chairs for up to 50 people.

Dogwood Park**1710 Dogwood Road, Charleston, SC 29407**

Deck & Outside Park \$20 per hour

**Rentals for Dogwood Park Deck and Outside Park include 2 tables and 12 chairs.

Ponderosa Community Park**Ponderosa Subdivision**

Community Center 50 \$35 per hour

Field with no lights \$30 per hour

Field league rate with no lights (no PSD discount) \$15 per hour

**Rentals for Ponderosa Community Center include (4) 6' tables and chairs for up to 50 people.

Additional tables and chairs for rent: \$10/table \$1.50/chair

St. Andrew Parish residents receive a \$10/hour discount to facility rental prices listed.



St. Andrew's Parish Parks and Playground Commission

Facility Reservation Policies

Security Deposit \$100 Security Deposit is submitted at the time of the reservation to secure facility and date. The full balance of the reservation is due no later than 14 days prior to the date of the reservation. Security deposit is fully refundable upon completion of the reservation if the facility, table, chairs, and the surrounding areas were left clean and without any damages. Refunds will be processed within three (3) business days following the event less any damages, costs or additional fees incurred. Fees will be deducted from the deposit at the rate of \$25 per 15 minutes that a rental event runs over the end time indicated on the reservation permit. Requesting individual or organization will be responsible for any losses, damages or injuries to property or persons while using the facility.

Liability Insurance Groups of 50 or more, charging an admission, or use of alcohol may be required to provide proof of liability insurance in the amount of \$1 million, naming **St. Andrew's Parish Park and Playground Commission** as an additional insured. This is subject to SAPP discretion. If liability insurance is determined to be required, the renting party must provide proof of insurance at least fourteen (14) days prior to the date of the event.

Security Officer Groups of 50 or more, charging an admission, or use of alcohol may be required to pay for an off-duty Charleston County or City of Charleston police officer as security for the activity. That expense is separate from the rental fee and is the responsibility of the client. This is subject to SAPP discretion.

If police presence is determined to be required, the renting party must provide proof of an officer being hired at least fourteen (14) days prior to the date of the event.

Alcohol & Tobacco Alcoholic beverages are permitted in St. Andrew's Parish Parks and Playground indoor rental facilities only. A permit must be obtained from SAPP at least fourteen (14) days prior to event.

\$50 for permit to serve beer and/or wine

\$75 for permit to serve liquor plus beer and/or wine

In the event the reservation is cancelled, any alcohol permit paid for is non-refundable.

Groups selling alcoholic beverages, or charging admission where alcohol is being served, must pay the appropriate alcohol fee and secure the proper ABL permit. Visit www.sc.tax.org Alcohol Beverage Licensing, form ABL-900, for this information. Proof of the proper permit from ABL is required at least fourteen (14) days prior to event date.

No smoking or tobacco product use at any time at any St. Andrew's Parks locations, indoors or outdoors, to include vapor/vape/vaping products.

Outside Equipment Only licensed and insured rental companies are allowed for Jump Castles, Mobile Game Trucks etc. The renting party must provide a copy of the company's proof of insurance and license at least fourteen (14) days prior to the date of the event.

Right of Refusal or Cancellation Policy Any reservation cancelled 14 days or more prior to the event will receive a 100% refund; 13-7 days will receive 50% refund; 6-0 days will receive 0% refund. All permits and final reservation payment is due no later than 14 days prior to the event. SAPP reserves the right to cancel this agreement if it does not comply with SAPP policy or mission.