

Clearwater Beach Recreation Center Social Hall

69 Bay Esplanade ~ Clearwater, FL 33767

Phone: (727) 462-6138 - Fax: (727) 462-6574

Directions: Take State Road 60 west over the Memorial Causeway to the round-a-bout on Clearwater Beach. Take the North Beach exit from the round-a-bout going north on Mandalay Ave. Turn right on Bay Esplanade. The Recreation Center is at the end of the block on the right.

Amenities: There is a beautiful east & south view, with a large wooden deck and a small public park that is ideal for outdoor ceremonies. The caterer's kitchen does not have a stove but does include a pass through window, 2 large refrigerators and microwave. There is an 80 space metered public parking lot adjacent to the building. Meters are enforced 8 am-11 p.m. Mon. - Sat. and 12:30 p.m.-11 p.m. on Sundays. Traffic can be heavy and parking can be hard to find during peak times.

Pricing: There is a base fee of \$700, plus an hourly rate of \$50 per hour (\$75 on holidays) while your party is in the building (includes decorators, caterers, etc.). There is a 10% non-resident fee for those who live outside the City of Clearwater, and 7% state sales tax. Pricing includes the use of the Social Hall, Kitchen, and the Multi-Purpose Room. It also includes set up, use, and break down of our tables and chairs, and a staff member on duty at all times. Adding time to your Rental Agreement with less than 3 days notice would be pending staff availability and would be at the OT rate of \$75 per hour if approved.

Security Deposit: There is a \$100 security deposit added to the total. If there are no damages or time overages, a refund of this security deposit will be mailed to you within 4 to 6 weeks of your event.

Availability: The center is available Friday evenings and all day Saturday and Sunday. Parties must end no later than 1:00 a.m. Other days may be available, depending upon the type of event, at the discretion of the Complex Supervisor. All property, personal or rented, must be removed from the building at the end of the rental. Failure to remove such items will result in the forfeiture of the \$100 security deposit.

Seating and Capacity: Fire code allows for a total of 217 people. However, we have found 180 to be the maximum capacity for sit down dinner events. We stock 190 chairs, 18 five foot round tables which can seat up to 8 guests per table and 18 six foot rectangular tables.

Smoking, Alcohol, Noise, and Decorations: Smoking is not permitted inside of the building. Alcohol must be given away in an open bar format. Cash bars and cover charges are not allowed. Alcohol is not permitted while the building is open to the public. Alcohol is permitted on the back deck, but not in the park. Users must follow the City's noise ordinance and cannot have amplified sound outside after 11 p.m. Any fabric decorations must be fire rated. No tape or adhesive allowed on floors.

Rental Procedures: Complete the [Recreation Facility Agreement](#) with a staff member during business hours Monday - Friday. Reservations require a down payment equal to the base fee (see above pricing). Payments can be made by cash, checks drawn on a US bank, or Visa and Master Card credit cards. The balance is due 14 days prior to the event date. At the time the balance is paid, you will need to fill out one of our Social Hall Diagrams with your desired set up.

Park Usage: The public park on the intra-costal waterway to the east of the building can be reserved for private ceremonies at \$100 per hour, only to those renting the hall. The park can be used while open to the public at no charge on a first come first serve basis.

Refund Policy: The down payment will be forfeited if for any reason the event date is canceled or changed. If the user cancels or transfers their building rental 14 or more days prior to their event, they are entitled to a refund of any money paid over the required down payment plus tax. If the user cancels or transfers their building rental less than 14 days prior to their event, they are only entitled to a refund of their security deposit.

*The city will not be responsible for items, which are lost, stolen, or damaged before, during or after your event.

For the latest information and photos of events go to www.myclearwater.com.

Revised 2/26/16

User's e-mail

User's Signature