

# HOW TO PERMIT A PAVILION

## Rental Information

- Permits must be obtained at least **3 days in advance**
- Reservations via walk-in only:

### Community Center

1100 Lyons Road

Monday - Thursday 8:00AM - 10:00PM

Friday 8:00AM - 8:00PM

Saturday 9:00AM - 5:00PM

### Recreation Complex

4455 Sol Press Boulevard

Monday - Thursday 8:00AM - 10:00PM

Friday 8:00AM - 8:00PM

Saturday 9:00AM - 5:00PM

### Sabal Pines Park

5005 NW 39th Avenue

Monday - Friday 8:00AM - 4:00PM

- Pines Pavilion at Sabal Pines Park can only be reserved at the Sabal Pines location
- All customers must have a photo ID
- Coconut Creek residents must present 2 proofs of residency to obtain the discounted resident rate

## Bounce Houses

- Rental bounce houses (15' x 15') are permitted only at Sabal Pines Park and Cypress Park
- The City does not provide bounce house rental
- City approval and bounce house vendor insurance is required
- Requests due a minimum of 30 days in advance

**NOTE**

Prices may be subject to sales tax.  
Pavilions includes a grill.

For more information please visit  
**CoconutCreek.net/parks**

## Pavilion Information

### Sabal Pines Park

5005 NW 39th Avenue

#### Pine Pavilion

**Maximum capacity 150 guests**

#### Coconut Creek Residents

\$100 weekdays, \$200 weekends or holidays

Plus \$100 refundable security deposit

#### Non-Residents

\$150 weekdays, \$250 weekends or holidays

Plus \$100 refundable security deposit

- 2 barbecue grills
- No water hose hookup
- No alcohol is permitted on site

### Cypress Park

2465 Nw 49th Terrace

**Pavilions accommodate up to 35 guests**

#### Coconut Creek Residents

\$75 weekends or holidays

#### Non-Residents

\$125 weekends or holidays

### Donaldson Park

900 NW 43rd Avenue

### Winston Park

5201 NW 49th Avenue

**Pavilions accommodate up to 25 guests**

#### Coconut Creek Residents

\$75 weekends or holidays

#### Non-Residents

\$125 weekends or holidays



# CITY OF COCONUT CREEK

## PARKS AND RECREATION DEPARTMENT

Community Center   
 1100 Lyons Road  
 Coconut Creek, FL 33063  
 Phone: 954-545-6670  
 Fax: 954-968-5303

Sabal Pines Park   
 5005 NW 39 Avenue  
 Coconut Creek, FL 33073  
 Phone: 954-545-6600  
 Fax: 954-418-7989

Recreation Complex   
 4455 Sol Press Blvd.  
 Coconut Creek, FL 33073  
 Phone: 954-956-1580  
 Fax: 954-574-1465

### PAVILION RESERVATION

PERMITTEE INFORMATION	EVENT INFORMATION
<p>(Check One): <input type="checkbox"/> Resident** <input type="checkbox"/> Non-Resident            **Residents must provide a photo I.D. and two (2) additional proofs of residency in order to qualify for discounted reservation rates.</p> <p>Name: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Phone: <input type="checkbox"/> Home <input type="checkbox"/> Cell _____</p> <p>Email: _____</p> <p>Would you like a Coco gram? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Pavilion Requested (Check One):</p> <p><input type="checkbox"/> Cypress Park: Pavilion # _____ (35)            (Enter 1,2, or 4)</p> <p><input type="checkbox"/> Donaldson Park (25)</p> <p><input type="checkbox"/> Sabal Pines Park: Pine Pavilion (150)</p> <p><input type="checkbox"/> Winston Park (25)</p> <p>Date of Event: _____</p> <p>Begin Time: _____ End Time: _____</p> <p>Estimated Attendance (# of people): _____</p> <p>Event Type: _____</p> <p>Bounce House: <input type="checkbox"/> Yes <input type="checkbox"/> No **Approval Required**</p> <p>_____</p> <p style="text-align: center;">If yes: { Vendor – Company Name }</p> <p>(Permitted only at Cypress pavilions 1, 2 &amp; 4 or Sabal Pines pavilion)</p>

- The following requests will **NOT** be permitted: alcohol, pets or animals, amplified music (DJ's), smoking, glass items, personal grills or other cooking equipment, water activities, and kiddie rides.
- If you wish to have a bounce house at your event, please check the appropriate box above and complete the additional requirements. All requests MUST be submitted no less than 30 days prior to the event. Any other professional vendor services (clowns, face painters, caterers, etc.) must be approved prior to your event. Please discuss your individual needs with City staff at the time your pavilion is reserved so your specific requests may be addressed. *See additional documentation.*
- Please be sure to park *only* in designated parking areas. You are responsible for cleaning up after your event and pavilion must be cleaned and vacated no later than the end time shown on your permit.
- Permit is for pavilion rental only. The City has a NO REFUND policy on all picnic pavilions. All permitted reservation dates are final. In the event of inclement weather, the reservation may be re-scheduled for another date based on availability. Rain dates will be honored within six months of the initial reservation. The City **does not** guarantee the availability of water or electricity.

**I agree and comply to the terms above:**

**Copy provided to Permittee for their records:**

\_\_\_\_\_  
 Signature of Permittee

\_\_\_\_\_  
 Signature of City Staff

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date

## Bounce House and Professional Services - Vendor List

\*\* Vendor / Company NOT affiliated with, endorsed by, or sponsored by the City of Coconut Creek \*\*

*Certificate of Liability Insurance on file at Sabal Pines Park, 5005 NW 39 Avenue*

<u>Vendor / Company Name</u>	<u>Telephone</u>	<u>Effective</u>	<u>Expiration</u>
Bounce House Broward	(954) 907-5089	8/5/2018	8/5/2019
Discovery Bounce & Party Rentals	(954) 399-2268	08/22/18	08/22/19
Fun Bounce House	(954) 695-8492	12/13/18	12/13/19
Fun in the Sun Party Rental	(754) 234-4306	05/01/18	5/24/19
G-men Corp dba South Florida Bounce & Slide	(561) 245-7100	03/27/019	03/27/20
Joys Bounce N Party	(754) 234-5500	01/24/19	01/24/20
Magical Moments Party & Events	(754) 244-0263	02/02/19	02/02/20
Off the Wall Events	(954) 986-6906	04/14/18	04/14/19
Parties n Fun	(954) 933-5494	12/08/18	12/08/19
Party and Bounce dba Jumbo Parties	(954) 452-4545	03/01/19	03/01/20
Premier Bounce N Slide Party Rentals dba Extremely Fun	(954) 300-3357	12/04/18	12/4/19

- Note: Should the customer choose a *Vendor NOT* on the list, it is the customer's responsibility to ensure that valid Vendor Insurance is faxed to the City at 954-418-7989 at least 30 days prior to event

**Bounce houses and professional services permitted only at locations:**

(a) Cypress Park (Pavilion 1, 2 or 4) - Only ONE bounce house approval per day.

(b) Sabal Pines Park (Pines Pavilion)