

# Old Poway Park Package Rental Options

Our turn-of-the century indoor and outdoor facilities provide a gracious setting for your party or function. Our packages will accommodate a variety of events and budgets.

	<b>Resident</b>	<b>Non-Resident</b>
<b>Gold *</b> Templars Hall, Gazebo, Carriage Turn, Great Room, Parlour, Rose Room, Ceremony Lawn, Picnic Area 3, Boxcar Lot, Kitchen for six hours. Excludes Picnic Areas 1 & 2.  Seating provided for up to 200 guests	\$1,626  Additional Hour \$271	\$3,225  Additional Hour \$538
<b>Silver *†</b> Templars Hall, Gazebo, Carriage Turn, Rose Room, Parlour, Kitchen for six hours.  Seating provided for up to 150 guests	\$1,068  Additional Hour \$178	\$2,109  Additional Hour \$352
<b>Bronze *†</b> Templars Hall, Gazebo, Rose Room for six hours.  Seating provided for up to 100 guests	\$544  Additional Hour \$91	\$1,075  Additional Hour \$179

\*Above packages provide a set number of tables and chairs. Should you need additional tables and chairs above what is provided, we recommend upgrading the package or renting the equipment from an outside source.

†The Boxcar Lot may be added to the Bronze or Silver package for an additional fee. It must be rented for the same amount of time as your rental package.

# Planning Your Event at Old Poway Park

**The following is valuable information you will need to know while planning your event at Old Poway Park. If you have any questions, please contact the park office at (858) 668-4576 or the Reservation line at (858) 668-4580.**

- The applicant of the permit is responsible for payment, insurance, and damages, as well as setup, breakdown and cleanup, and must stay on-site for the entire event.
- In order to qualify for the Poway resident rate, a photo ID and proof of residency (e.g. driver's license, utility bill) will be required from the applicant.
- A business or non-profit organization may not submit an application for a personal or private function.
- A processing fee of \$3 and a rental deposit of \$300 are due upon application. The rental deposit, minus any cleaning/damage or other fees as noted in the Facility Use Application, will be refunded to you within 21 days after the rental date.
- Full payment is due 60 days prior to your rental date.
- Cancellations are subject to an \$18 cancellation fee. Cancellations made less than 60 days prior to the rental date will result in loss of the entire rental deposit.
- Up to two changes may be made to the permit more than 30 days in advance of the rental date. No further changes may be made less than 30 days prior to the rental date.
- Please call (858) 668-4576 to schedule a walk-through of the facility at least 2 weeks before the event, during which Old Poway Park staff can show you the details of the facilities and help prepare you for your event.
- Please remember - this is a public park. Your rental package includes the areas listed, not exclusive use of the park. Walkways must remain open at all times and cannot be blocked. Areas of the park not included in your package may be rented by the public including, but not limited to: adjacent rooms/picnic areas, or private train charters. To arrange a charter for your event, please call (858) 486-4063.

**Thank you for choosing Old Poway Park to host your event!**