

**RULES AND REGULATIONS FOR USE OF THE  
BUTTERMILK PERFORMANCE CENTER or CONCESSION STAND**

**Reservations** for use of the Performance Center must be made by a responsible adult (18 or older) who will be issued an **Assembly Permit** and receipt for payment.

An **Insurance Certificate naming the City as an "additional insured"** in the amount of \$500,000 per occurrence and \$1,000,000 general aggregate is required for all events in the Performance Center, **prior to issuance of a Permit.**

**No selling, fundraising or exchange of money is allowed** for any reason in any City Park, except by Special Permit issued by the City. An application must be submitted to the Central Collection Division if any **money will be collected**, or if any food, beverages or other **items will be sold.**

**Alcohol is NOT allowed in the Outdoor Performance Center or audience area.** Alcohol is allowed only in the picnic shelter with an assembly permit.

**Activities must be over** and the building cleaned and locked by 10:00 p.m. All lighting shall be turned off except the night security lights.

**Keys issued** for use of the Center must be picked up at Central Collection and returned to Central Collection or placed in the drop box located in the Safety Building parking lot by 4:30 p.m. on the dates specified in the permit to avoid the \$25.00 penalty.

**All refunds** will be made by check payable only to the applicant or organization shown on the permit. Security Deposits are refunded after keys are returned and the facility is inspected. To cancel an event and receive a rent refund (less a \$10.00 cancellation fee), the permittee must return the permit to Central Collection Office, 160 South Macy Street at 7 days prior to the event date.

<b>BUTTERMILK PARK</b>	<b>TABLES</b>	<b>PEOPLE</b>	<b>SECURITY</b>	<b>RENT</b>	<b>TAX</b>	<b>TOTAL</b>
PICNIC SHELTER & GRILLS	14	100		\$45.00	\$2.48	\$47.48
CONCESSION STAND				\$25.00	\$1.38	\$26.38
PERFORMANCE CENTER - FOR FREE EVENTS OR FOR A FUNDRAISER BY A NON-PROFIT GROUP			\$25.00	\$25.00	\$1.38	\$51.38
PERFORMANCE CENTER - IF USED FOR FUNDRAISER BY OTHER THAN NON-PROFIT GROUPS				\$100.00	\$5.50	\$130.50
				PLUS 10% OF GROSS		
PERFORMANCE CENTER - CITY-SPONSORED EVENTS				NO CHARGE		