



CITY OF CORAL GABLES VENETIAN POOL AFTER-HOURS EVENTS 305-460-5357 or 305-460-5306

RENTAL RULES & GUIDELINES

FACILITY IS AVAILABLE FROM 5:00-10:00p.m. (please note: in April, May, September and October weekday rentals are only available from 6:00p.m. – 10:00p.m.). From Memorial Day weekend through Labor Day rentals are not available. **All guests must arrive and depart during rental hours.** Maximum number of participants is 150.

The renter is allowed in the facility until 11:00p.m. to clean facility, remove and place in dumpsters all garbage, and return furniture to its original placement.

In order for the applicant (renter of facility) to receive their security deposit back, the facility must be cleaned and returned to original condition with no damage. The checklist, which will be completed by the Venetian Pool representative, is on the back of this form.

Alcoholic beverages may be served, with prior approval from the City Manager or designee.

Renter is required to hire two off duty Coral Gables Police Officers to provide security and supervision at applicant's cost.

Please call 305-442-1600 ext. # 5427 to make arrangements.

In the event alcoholic beverages are being served Swimming will NOT permitted.

In the event of a swimming party toddlers must be 38 inches tall or birth proof of 36 months to enter the facility and additional charges for life safety personnel will apply.

NO china, crystal, or glass containers allowed (plastic and non-breakable drink ware, cutlery, plates and platters only). **This includes glass globes around candles and centerpiece containers.**

No items such as **rice, birdseed or confetti** shall be dispersed. **Flower petals and bubbles are permissible.**

No amplification of music is allowed. Musical groups are limited to 5 musicians or less. Sound equipment for spoken word presentations must be set up on the **covered loggia area only** on the east side nearest the electrical outlet.

Set-up and preparation will be allowed beginning at **3:30pm.**

RESERVATIONS REQUIREMENTS & PAYMENT SCHEDULE

Reservations are processed on a first come, first served basis with a completed rental application and the \$250 security deposit.

Cancellations must be made in writing after the deposit has been received.

Final payment will be required 60 days (or at time of booking, whichever occurs first) prior to event date.

RENTAL FEES:

\$1,850 Basic Rental Fee – includes use of warming kitchen and \$250 refundable security deposit
\$ 160 Life Safety Personnel – swimming events only

SECURITY DEPOSIT REFUND REQUIREMENTS:

The renters \$250 security deposit will be returned via City of Coral Gables check approximately 10 working days following event as long as the following requirements are met.

- ✓ All payments meet required deadlines
- ✓ Facility and contents are not damaged or broken
- ✓ Garbage is removed and deposited into dumpsters
- ✓ Patios and kitchen are swept and mopped
- ✓ Meeting room is vacuumed and tables and chairs are returned to original set-up
- ✓ Trash is removed from all planters, the beach and restrooms
- ✓ Patio tables and chairs are returned to original set-up (8 sets on upper patio & 11 sets on lower patio)
- ✓ Rental equipment must be picked-up by company between 10:00 & 11:00pm

05/01/05

05/01/08



CITY OF CORAL GABLES
VENETIAN POOL HISTORIC LANDMARK #VI
2701 DE SOTO BLVD.
CORAL GABLES, FL 33134
305-460-5357 305-460-5306

RENTAL APPLICATION

Name of Applicant _____

Phone (Day) _____ (Night) _____ Cell _____

Street Address _____ Apt # _____

City _____ State _____ Zip _____

Name, Title, Address and Phone Number(s) of person who will be on site at all times during the rental and will be responsible for the actions of the guests and agents:

Name _____ Title _____

Address _____

Phone Day: _____ Night: _____ Cell _____

Fully describe the intended use or activity and list any special arrangements needed:

Day of the week _____ Date _____

Time _____ Number of Guests _____

Activity _____

List Catering Company to be used during event:

Business Name & Address _____

Contact Name: _____

Phone Numbers: _____

What beverage and food will be served?

Name and Phone Number of Representative responsible for providing sound and music:

List any equipment, including musical instruments, intended for use.

All rentals will be denied to programs or groups whose content or generated revenue conflict with City of Coral Gables policies. In consideration of the approval of the applicant (s) to occupy the Venetian Pool premises as set forth above, the applicant(s) agree to save harmless the City of Coral Gables and the Venetian Pool from all wages, suits, liabilities, legal expense and causes of action of any kind that may arise from organization at the Venetian Pool on the above date and time.

Signature of Applicant _____ Date _____

Approved by: _____ Date _____
(Venetian Pool Supervisor)

FOR OFFICE USE ONLY

Date _____ Security & Rental Deposit Collected \$ _____ Cash Check Check # _____

Date _____ Final Rental Fee Collected \$ _____ Cash Check Check # _____

Name and Address of Person to receive Deposit Refund Payment :

Rental Deposit: Refunded Denied

Date refund request sent to Finance for Processing: _____

WATERFALL ON DURING EVENT ? _____

WHICH GATE IS BRIDE ENTERING THROUGH ? _____