



Biloxi Town Green – Rental Rates & Facility Rental Rules

710 Beach Blvd., Biloxi, MS 39530

www.biloxi.ms.us

Phone: (228)388-7170/email: reservations@biloxi.ms.us

RENTAL RATES:

PRIVATE EVENTS

<i>Deposit</i>	\$250.00
<i>Per Day</i>	\$250.00

PUBLIC EVENTS

<i>Deposit</i>	\$750.00
<i>Per Day</i>	\$750.00

GENERAL RENTAL RULES:

1. All rental fees will be assessed in accordance with Section 2-14-1, *et seq.* of the Code of Ordinances, Biloxi, Mississippi, of 1992.
2. Checks for all rental fees should be made payable to the City of Biloxi.
3. City facilities may only be rented by adults 21 years of age and older.
4. Depending on the nature of the event, proof of liability insurance naming the City of Biloxi as an additional insured may be required.
5. If amplified sound is utilized outdoors, an Amplified Sound Permit must be obtained from the Biloxi Police Department.
6. The following items are NOT permitted in City facilities or on the premises thereof: Fireworks, sparklers, floating/Chinese lanterns, decals, propane heaters, bird seed, confetti, confetti cans, confetti guns, confetti shooters, streamer shooters, streamer cannons, streamer guns, glitter, gum, rice, dark colored flower petals, or bio-degradable rice. Use of these items may result in loss of security deposits.
7. No person(s) or group(s) renting any City facility will be permitted to consume, serve or sell alcoholic beverages in any City facilities or on the premises without written consent from the City of Biloxi.
8. Oil candles are not permitted on property. All candles must be in an enclosed vase/candle holder that allows a minimum of two inches from the top of the flame to the top of the vase/candle holder.
9. Glass containers are not permitted in City facilities.
10. Children must be supervised at all times.
11. The City of Biloxi Town Green is owned and operated by the City of Biloxi and

administered by the Department of Parks & Recreation. The Director of Parks & Recreation has the authority to interpret and enforce these rules, as well as all Facility Rental Agreements for the Town Green.

12. Permissions to use the Town Green does not include the closing of the Town Green or the Katrina Memorial to the general public.

13. Table and chairs are NOT provided at this facility. Arrangements for the rental of these items are the responsibility of the Renter. However, the City does rent its stage, tents, bleachers and a portable electrical panel, if available. Call the Parks & Recreation Department to inquire about rental fees for these items.

14. Should restroom facilities be required, said facilities must be provided by the Renter. No port-o-lets or other restroom facilities are available at the Town Green.

15. When hosting a festival on the Town Green, it is mandatory that the Renter provide a dumpster.

16. The Renter is responsible for cleaning the grounds following his/her activity.

17. Cleaning responsibilities include, but are not limited to, the following: picking up litter; bagging litter and disposing of property off of the grounds; removing cigarette butts and trash from Katrina Memorial grounds; and cleaning parking bays of debris and litter. Failure to clean the area may result in forfeiture of the deposit and/or the denial of any future use of this facility by the above-listed individual(s) or group.

18. All functions must be concluded on the premises no later than 10:00 p.m. Further, any and all items used for the event must be removed from the premises on or before midnight (12 a.m.).

19. The nailing or screwing, tying, placing of anything trees or structures on the grounds of the Town Green, is NOT allowed. Any deviation from this policy must be approved in writing by the Parks & Recreation Department.

20. Under no circumstances is the Renter allowed to manipulate the valve boxes or sprinkler heads. ALL BOXES WILL BE PAINTED ORANGE WITH A YELLOW COVER.

21. Any broken valve boxes or sprinklers will be deducted from Renter's security deposit.

22. Any special requests must be submitted in writing and approved by the Parks & Recreation Department prior to the beginning of Renter's event.

23. No vehicles are allowed on the grounds.

24. Renter may cancel the Facility Rental Agreement by giving written notice to the City. If such notice is received not less than thirty (30) days in advance of the Event Date, the City will refund to Renter prepaid amounts, if any. Any cancellations by Renter less than thirty (30) days prior to the Event will result in the forfeiture of the Security Deposit. Upon cancellation by Renter, City shall have the right to re-let the Facility to another party.

THE DEPARTMENT OF PARKS & RECREATION MUST BE CONTACTED FOR AVAILABILITY AND FULL CONTRACT DETAILS. FACILITY CONTRACTS ARE NOT LISTED ON THE CITY'S WEBSITE, ONLY INFORMATION. ANY CONTRACTS AND/OR DEPOSITS MAILED IN WITHOUT CONFIRMATION THROUGH THE DEPARTMENT OF PARKS & RECREATION WILL NOT BE CONSIDERED.