

**SPARTANBURG WATER SYSTEM
RULES GOVERNING USE OF THE SWS PAVILION #1**

The Commissioners of Public Works, Spartanburg Water System, furnishes recreational facilities to the public for non-commercial use. It is necessary that persons using these facilities be aware of the following rules governing their use:

THE PERSON RENTING THESE FACILITIES MUST PRESENT A PAID INVOICE ON THE DATE OF RESERVATION IN ORDER TO GAIN ACCESS.

- 1) Reservations for the rental of Pavilion #1 are taken on a “rolling calendar year” basis. This means the Pavilion can be rented (12) twelve months in advance from the month/day the reservation is requested.
- 2) **The rental fee for use of Pavilion #1 is \$400.00.** This fee allows the reserving party use of the Pavilion from **10:00 a.m. until 12:00 Midnight.** A **\$100.00 deposit is also collected with the Rental Fee. The deposit will be refunded provided all of the rules for renting the Pavilion are followed and no damage is done during the rental.** The Rental Fee for pavilion use, including the deposit must be paid at the main office of Spartanburg Water System, (200 Commerce St.), Monday through Friday, 8:00 a.m. until 5:00 p.m. **No Pavilion Rentals will be taken by telephone, unless payment is made with a credit/debit card.**
- 3) The reserving party is responsible for removing all balloons or other decorations (including tape, string or other attachments), bagging all trash, and depositing it in the proper trash bins outside of the Pavilion prior to departure. No trash should be burned in the fireplace. Any cost due to damage or additional cleaning will be deducted from the deposit and/or billed to the reserving party.
- 4) **The use of Decorations is limited.** The application of nails, staples, thumbtacks, etc. is strictly prohibited and any damage to the pavilion facility from the use of decorations will result in the reserving party being billed for repairs. **If you place signs on the street(s) – Please remove them when you leave.**
- 5) Persons finding damage, trash or unacceptable conditions upon their arrival at the Pavilion, should report the condition to R.B. Simms Filtration Plant personnel at the Welcome Center, prior to occupying the Pavilion. This is to prevent the reserving party from unnecessary damage or cleaning charges.
- 6) The capacity of the Pavilion shall not exceed 125 people.
- 7) The Spartanburg Water System reserves the right to cancel any reservation, at any time, if it is determined that the event is not in keeping with the policies and practices of Spartanburg Water System and/or due to elevated security threat levels.
- 8) Use of the Pavilion grounds is limited to the fenced area. Vehicle parking is restricted to paved or graveled surfaces only.
- 9) Two (2) adult chaperones are required for all teen-age parties. Chaperones are required to be on site at all times, during use of the Pavilion.
- 10) **ALCOHOLIC BEVERAGES ARE NOT PERMITTED ON THE PREMISES.**
- 11) The Pavilion is kept locked at all times. The key may be obtained by requesting it at the call box located at the stone columns. Press 002, then the Call button and it will ring the direct line to the Plant (these instructions are located on the scrolling LED read-out menu on the actual call box as well). Please return both keys to the drop box immediately following use of the pavilion.
- 12) Prior to departure, the reserving party is responsible for securing the Pavilion which is to include, closing and locking all doors and windows, turning off all lights, fans, microwave oven and fire logs. The climate control thermostat should be returned to 55 degrees (for heating) and/or 80 degrees (for cooling).
- 13) Fire extinguishers are furnished for emergency purposes only. Any accident involving fire or damage to the Pavilion should be reported immediately at the Welcome Center or by calling (864) 578-2764.

Please Note: If your payment is made by check and is returned for non-payment, your pavilion reservation will be cancelled.

Accident Prevention

Precaution shall be exercised at all times for the protection of all persons and property while engaged in the use of the Pavilion. The reserving party shall be responsible for all injuries or damages to person or property, and agrees to indemnify, defend and save harmless the Spartanburg Water System, its Officers and Agents from any and all damages and costs by reason of injury to person or property, resulting from negligence or carelessness in the use of the pavilion.

Any persons violating the above rules may be denied future use of the pavilion or any of the recreational facilities offered by Spartanburg Water System