



RENTAL POLICY FOR WAVE CHURCH PAVILION

**1000 N Great Neck Road
Virginia Beach, VA 23454**

Phone: 757-481-5005

Email: pavilion@wavechurch.com



WAVE PAVILION RENTAL POLICY

Please complete the WAVE PAVILION RENTAL APPLICATION (page 5) and return it with appropriate signature to:

Breanna Garcia
Wave Church
1000 N. Great Neck Road
Virginia Beach, VA 23454

Phone: 757-481-5005
Fax: 757-496-6697
Email: picnicshelter@wavechurch.com

All arrangements for Pavilion use and access (power, grill, etc.) must be made through the Director of Events two weeks or more in advance of the event's scheduled date to ensure availability and coordination. Approval required for all events. Events involving activities/inflatables/etc. require approval of detailed plan of all activities.

ELIGIBILITY FOR USE OF WAVE PAVILION

All rentals are subject to approval by the Director of Events.

HOURS OF OPERATION

Wave Pavilion Hours: Dawn until dusk. Functions may occur at any time, but are subject to the approval of the Director of Events.

POWER

There are two power receptacles on the farthest NE column available to all Wave Pavilion events.

ALCOHOL POLICY

No alcohol is permitted on the premise.

Please Note: Please assist us in keeping the area safe and beneficial to the community by informing us of any damages noticed or issues experienced prior to or after your event!



WAVE PAVILION RULES

- Parties are responsible for their own waste receptacle & disposal (dumpster is located on south side of Wave Church building near Old Donation Road)
- No alcoholic beverages
- All pets on a leash (clean up all pet waste)
- All vehicles must park in paved parking spaces
- Absolutely no fires allowed
- All minors must be accompanied by an adult
- Parties are responsible for getting any necessary city permits

ADDITIONAL INFORMATION

CLEAN UP:

Clean-up is required after all events. All garbage must be bagged, tied shut and placed in the outside dumpster. All leftover food and beverages should either be removed or should be tied shut and placed in the outside dumpster. Failure to do so will incur an additional \$50 maintenance charge. Unless specific arrangements have been made, all items left behind after an event become the property of Wave Church.

RESTROOMS:

Restrooms are available in our Wave Church building during normal operating hours (Monday – Friday, 9AM-5PM). Building is not open on Saturday.

LARGE GROUPS:

Groups of 50+ may be required to have a police officer present.

TRAFFIC PERSONNEL:

Groups of 200+ may be required to organize city traffic personnel.

GRILL:

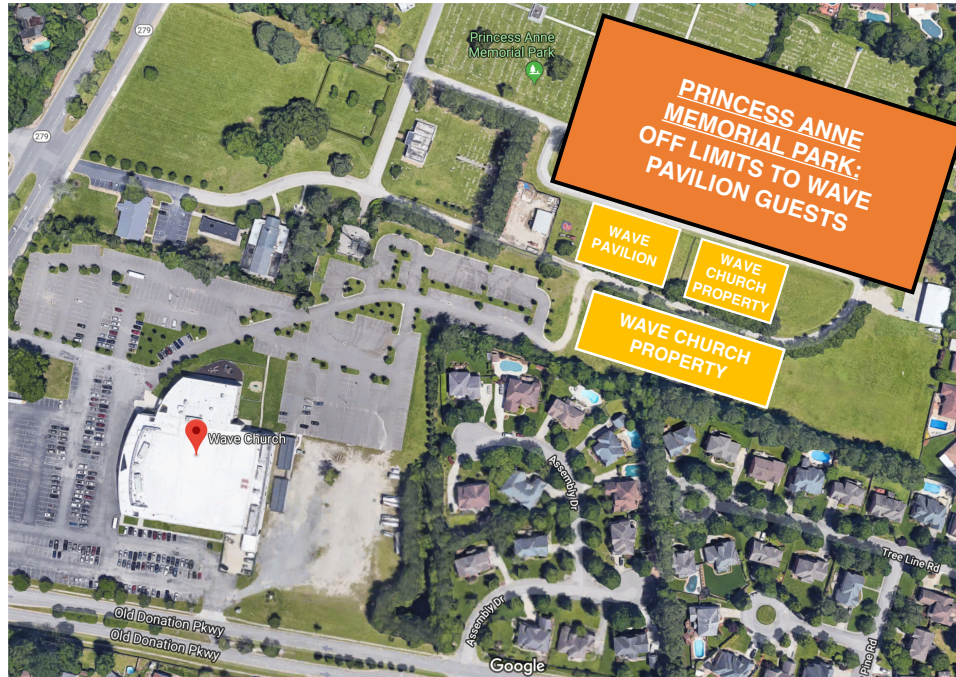
Currently, no grill is at the Pavilion. Requests to bring a grill must be approved by Director of Events. If grill request is granted, party must provide adequate fire extinguisher.

DAMAGE DEPOSIT:

Non-Wave Church members are required to pay a \$200 refundable damage deposit within seven days of approval. Refundable deposit will be returned within 15 days minus any damage or cleanup costs if necessary.

Wave Church members will be held liable for any damage incurred.

MAP OF WAVE PAVILION/FIELDS



Please keep to areas outlined in yellow on the map above.
Princess Anne Memorial Park is off limits to Wave Pavilion Guests.



FACILITY RENTAL APPLICATION FORM

The reservations and arrangements for use of Wave Church Pavilion must be made through the Director of Events, Breanna Garcia. No reservation is confirmed until this form is completed and the director gives approval. A damage deposit of \$200 will be required within 7 days of approval for all non-Wave Church members. Any questions should be directed to Breanna Garcia, 757-481-5005.

Please be sure to read over pages 2 & 3, before completing this form.

1. TO BE COMPLETED BY APPLICANT

Name of Contracting Party: _____

Address: _____

Phone: _____ Cell: _____

Event Type: _____

Description (Include all activities): _____

Date of Event: _____ Anticipated Attendance: _____

Actual Event Time: From/To _____

Entrance Time: _____ Exit Time: _____

Are you requesting to bring a grill? _____ Will Food be Served? _____

If yes, describe: (i.e. hors d' oeuvres, dinner, etc.) _____

Are you requesting to use power? _____

Name of applicant: _____

Signature of applicant: * _____

Date Submitted: _____

*By signing this form, you acknowledge that you have read and understand the Wave Church Pavilion Rental Policy (pages previous) and will abide by all stipulations set forth in this document. The requesting organization agrees to indemnify and hold harmless, Wave Church and officials, its agents, employees, and volunteers from any and all claims arising out of the use of the facilities, including all costs, losses, and expenses, which shall include litigation expenses and attorney's fees.

2. TO BE COMPLETED BY FACILITY MANAGER

Application is: Approved Disapproved *(if disapproved/reason stated below)*

Signature: _____ Date _____