

## Welcome to EagleVail Pavilion...

A local favorite for life's gatherings and celebrations.

**TO RECEIVE DISCOUNTED RESIDENT & NON-PROFIT RATES PROOF OF RESIDENCY AND/OR TAX-EXEMPT PAPERWORK IS REQUIRED.  
EVMD DOES NOT ACCEPT DRIVER'S LICENSES AS PROOF OF RESIDENCY.**

### Warm Season Rates

*(May 1<sup>st</sup> – October 31<sup>st</sup> 2024 & 2025)*

<b>Day of the Week</b>	<b>Rental fee by the Hour</b> <i>(8am – 10pm, 5 hour rental minimum)</i>	<b>Full Day Rental Fee</b> <i>(Exclusive use of the Pavilion from 8am – 10pm)</i>
Monday - Thursday	\$125/hr \$625 minimum	\$1500 (\$2,500 for 2 day rental)
Friday & Saturday	\$325/hr \$1,625 minimum	\$4200 (\$7,950 for 2 day rental)
Sunday	\$225/hr \$1,125 minimum	\$2850 (\$5,200 for 2 day rental)

### Cool Season Rates

*(Spring: January 1<sup>st</sup> 2024 & 2025 – April 31<sup>st</sup> 2024 & 2025)*

*(Fall: November 1<sup>st</sup> 2024 & 2025 – December 31<sup>st</sup> 2024 & 2025)*

<b>Day of the Week</b>	<b>Rental fee by the Hour</b> <i>(8am – 10pm, 5 hour rental minimum)</i>	<b>Full Day Rental Fee</b> <i>(Exclusive use of the Pavilion from 8am – 10pm)</i>
Monday - Thursday	\$65/hr \$325 minimum	\$775 (\$1,250 for 2 day rental)
Friday & Saturday	\$170/hr \$850 minimum	\$2250 (\$4,000 for 2 day rental)
Sunday	\$115/hr \$575 minimum	\$1500 (\$2,500 for 2 day rental)

#### Additional Costs:

Our event pricing is broken into 3 separate fees.

- **Booking and Security Deposit** *(due at time of contract signing)*
- **Rental Fee** *(Final Payment, due 60 days prior to event date)*
- **Cleaning Fee** *(Final Payment, due 60 days prior to event date)*

**Security and Booking Deposit:**

**Upon finalizing your booking, every event is required to submit a security and booking deposit of \$1500.00.** Deposit is held until after the event. Deposit will be refunded to lessee within 45 days of the event, barring any damage or contract violations. Deposit is separate from rental and cleaning fees, and does not contribute to event balance.

**Cleaning Fee:**

**Every event is required to pay a cleaning fee of \$250, per event** for our cleaning crew to come in after your event to clean and put away all tables and chairs and clean the event space after use. Any major spills and messes are renters' responsibility to clean. The cleaning fee is due 60 days prior to event, along with rental fee.

**Event Total:**

Security and Booking Deposit: \$1500

Rental Fee: \_\_\_\_\_

Cleaning Fee: \$250

TOTAL: \_\_\_\_\_

**ADDITIONAL INFORMATION**

**EAGLEVAIL COMMUNITY AMENITY USAGE – SUMMER SEASON**

Full day and 2-day rentals will enjoy the use of our EagleVail community amenities (outdoor swimming pool and golf course) at the EagleVail resident rate for 2 days before and after your celebration in the summer months. This offer extends to the renter and all your guests for your celebration. Please contact 970-748-4515 for more information.

**CANCELLATION POLICY**

You may cancel at any time; however, cancellations must be made more than 90 days before the celebration date to receive a refund of the deposit. A cancellation less than 90 days prior to the celebration will result in a forfeiture of the full security deposit.

**EAGLEVAIL PAVILION GENERAL INFORMATION**

**TABLES AND CHAIRS INFORMATION:**

Use of tables and chairs is included in the rental fee. There are:

- Twenty (20) 60” round tables which seat eight people with dinner settings, 10 in a conference setting.
- Ten (10) 6’ rectangular tables which seat eight people.
- Two Hundred (200) white folding chairs. You may use chairs inside the main room, on the Pavilion deck, or on the event lawn. Chairs must be brought inside at the end of the event.

The main room holds 150 comfortably or 200 with a buffet and no dance floor. Event lawn holds 200. All tables must remain inside the Pavilion or on the deck. No tables should be placed on the lawn or anywhere else outside the Pavilion/Pavilion deck. Lessee does NOT put tables and chairs away after the celebration. Lessee is responsible for setting out tables and chairs at the start of event, please account for enough set up time in your rental agreement, as we do not permit access outside of contracted hours.

**CELEBRATION DECORATION INFORMATION:**

No tape, nails, thumbtacks, command strips, etc. are to be placed on the Pavilion walls, wainscoting, doors, windows, acoustic ceiling, or furniture. Piñatas are NOT allowed. No confetti or flower petals. All smoke emitting devices are strictly prohibited for use inside the Pavilion. Open flame candles must be contained within a 2” votive enclosure. Absolutely NO flames are permitted when Eagle County is under fire restrictions. It is the renter’s responsibility to check our local fire restrictions the day of their event.

**CLEANING INFORMATION:**

Cleaning of the Pavilion is done for a mandatory fee of \$250. Lessee is NOT to put away tables and chairs. Trash bags are provided in the kitchen. Renters are responsible for removing their celebration trash from the premises, including all decorations and trash on the exterior; porch, pond, lawn, and parking lot and then deposited in the dumpster. Please make sure the dumpster enclosure doors are closed and locked after use due to wildlife concerns. The District is not responsible for equipment and/or personal items left behind after celebrations are held at the Pavilion.

**LIQUOR LICENSE INFORMATION:**

You only need to acquire a liquor license if the event will have a cash bar or will be charging people to come to a celebration where alcohol is being served. Call Eagle County Clerk and Recorder's office at 970-328-8718 for more information. Please note this will take at least 30 days to acquire.

**PARKING INFORMATION:**

EagleVail Pavilion has 48 parking spaces. Overflow parking is available on Eagle Road if guests park on the northside of the road (the I-70 side) with vehicles facing west. It is highly encouraged to call the Eagle County Sheriff's office if you think that you will require overflow parking. EagleVail Metropolitan District does not want any person driving while under the influence. Pavilion guests are allowed to park overnight, but their cars must be moved by 9am the next day. Vehicles left in the lot past midnight the following day will be booted. EagleVail is not responsible for ticketed or booted vehicles.

**NOISE ORDINANCE INFORMATION:**

EagleVail Metropolitan District does have a noise ordinance that begins at 10pm. Therefore, all music and noise must cease at 10pm.

**VENDOR INFORMATION:**

EagleVail Pavilion does not supply any items other than the building, outdoor space, chairs, and tables. The EagleVail Pavilion does not provide event coordinators. Renters are welcome to have any vendors cover their celebration needs such as planners, coordinators, linens, catering, entertainment, photography, etc.