



## PARK AND RECREATION DEPARTMENT RESERVATIONS

Revised August 2019

### Fee Structure – Amended August 25, 2017

#### SPECIAL EVENTS

	Fees		Deposit	
<b>Application Processing Fee</b>	<b>Attendance</b>	<b>Fee</b>	<b>*Attendance</b>	<b>Deposit</b>
	0 – 500	\$10	0 – 499	\$400
	501 – 2500	\$25	500 – 999	\$600
	2501 – 10,000	\$50	1000 – 1499	\$800
	10,001 – 20,000	\$100	1500 – 1999	\$1000
	Over 20,000	\$200	2000 – 5000	\$1200
<b>Special Event &amp; Lease Fee</b>	<b>Attendance</b>	<b>Event Fee</b>	<b>Lease Fee</b>	<i>Over 5000 \$1500</i>  <i>Alcoholic Beverage Deposit: See Below (in addition to Event Deposit)*</i>
	0 – 500	\$100	\$125/day	
	501-1500	\$300	\$300/day	
	1501 – 3000	\$750	\$750/day	
	3001 – 5000	\$1000	\$1000/day	
	5001 – 10,000	\$1500	\$1500/day	
	10,001 – 20,000	\$3000	\$2000/day	
	20,001 – 30,000	\$6000	\$2500/day	
	Over 30,000	\$8000	\$3000/day	
<b>Runs, Walks, Cycling Events Fee</b>	\$200 per event \$2.00 per participant			
<b>Summer Feeding Programs</b>	\$125/day/location		\$400 deposit/location	

- **Alcohol:** Requires Dallas police Officer starting at the time of alcohol being served for the duration of the event. Police Officer's work on a 4-hour minimum.
- A separate clean-up deposit of \$600 is required for all building reservations utilized in conjunction with a Special Event. (AD -15.4)
- A \$40 rush fee will be added to all applications received less than 90 days in advance. Applications are required to be submitted at least 60 days in advance, any applications submitted after the 60-day mark will be denied.

#### ALCOHOLIC BEVERAGE PERMIT

Permit Fee (non-refundable)	Deposit
\$250	\$200

#### WHITE ROCK LAKE BUILDINGS

Building	Fees Per Hour Resident	Fees Per Hour Non-Resident	Deposit
<b>Winfrey Point</b> 951 Winfrey Point Way Dallas, Texas 75218 Capacity – 271 standing			
<b>Monday - Thursday</b>	\$100 (4-hour minimum)	\$120 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol
<b>Friday – Sunday</b>	\$160 (4-hour minimum)	\$190 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol
<b>Big Thicket</b> 430 E. Lawther Dallas, Texas 75218 Capacity – 50 standing			
<b>Monday - Thursday</b>	\$60 (4-hour minimum)	\$70 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol
<b>Friday – Sunday</b>	\$76 (4-hour minimum)	\$82 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol

- A \$50 Consumption Fee will be added to the rental fee if applicable.
- **Alcohol:** Requires Dallas police Officer starting at the time of alcohol being served for the duration of the event. Police Officer's work on a 4-hour minimum.
- Hours of operation for WRL venues are 9A – 11P.

#### ALCOHOLIC BEVERAGE PERMIT

Permit Fee (non-refundable)
\$50 consumption fee

## CEDAR CREST CRESTVIEW BANQUET ROOM

Building	Fees Per Hour Resident	Fees Per Hour Non-Resident	Deposit
<b>Crestview Banquet Room</b> 1800 Southerland Dallas, Texas 75203 Capacity – 150 standing			
<b>Monday - Thursday</b>	\$95 (4-hour minimum)	\$110 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol
<b>Friday – Sunday</b>	\$145 (4-hour minimum)	\$155 (4-hour minimum)	\$600 – With Alcohol \$400 - No Alcohol
<b>Additional Reservation Options</b>			
Audio/Visual projector	\$30	\$30	\$200
Podium w/wireless mic	\$50	\$50	\$200
Set up/tear down	\$120/each service		

- **Alcohol:** Requires Dallas police Officer starting at the time of alcohol being served for the duration of the event. Police Officer's work on a 4-hour minimum.
- Hours of operation for are 9A – 11P.
- Reservations on holidays will incur a \$50 per hour surcharge

## ALCOHOLIC BEVERAGE PERMIT

<b>Permit Fee (non-refundable)</b>
\$50 consumption fee

## ATHLETIC FIELDS

	Fees/Hour Unlighted Field or field w/lights before 7pm	Fees/Hour Lighted Fields starting at 7pm	Deposit	Event Fee
<b>Registered COD Adult Athletic Leagues</b>	\$26	\$51	\$500	
<b>Practice Use</b>	\$26	\$51		
<b>Youth Leagues (Monday – Friday)</b>	\$13	\$31	\$200	
<b>Youth Leagues (Weekend)</b>	\$21	\$31	\$200	
<b>Tournaments</b>	\$26	\$51	\$200	\$200
<b>Kiest Complex</b>	\$31	\$61		
<b>Reverchon #1</b>	\$31	\$61		
<b>Hulcy #3, 4, 5, 6</b>	\$31	\$61		

- Timers on lighted fields are adjusted based on time of year.
- All Athletic reservations require 48 hours notice.
- All field reservations are made in whole hours and cannot start on the half hour.
- Practice accounts are allowed up to 3 hours of time per week in one-hour increments or all at one time.

## PICNIC AREAS

	Hours and Days	Fees Per Hour
<b>Reservable Picnic Areas</b>	8:00 AM – 12 noon 2:00PM-6:00PM Monday - Sunday	\$30 (4-hour minimum)
<b>Samuell Farm (no pavilion)</b>	8:00 AM – 12 noon 2:00PM-6:00PM Monday-Sunday	\$30 (4-hour minimum)

## OUTDOOR WEDDINGS

	Hours and Days	Fees Per Hour
<b>City Parks</b>	8:00 AM – 10:00 PM Monday - Sunday	\$25 (2-hour minimum & 3 hour limit)

Any City of Dallas park in the park system can be used for a wedding and/or reception. A list of preferred parks by City of Dallas citizens is located on the [www.dallasparcs.org](http://www.dallasparcs.org) website. There are also parks in the city that are privately managed.

### NOTES:

- All public parks located within the City of Dallas, except for those park amenities for which the Park Board has established and posted the hours of operation are closed to the public from 11:00 PM – 5:00 AM.
- If a park user wishes to extend a reservation past the designated hours of park closure, a request for curfew waiver may be submitted to the Reservations Manager for consideration by the appropriate departmental staff.