



# SONOMA GARDEN PARK

*A Project of Sonoma Ecology Center*



## SONOMA GARDEN PARK—EVENT RENTAL RULES AND PROCEDURES

- Half day event rental is 1-6 hours, full day event rental is 6-12 hours.
- The sale of alcohol is prohibited at private events unless prior arrangements have been made with SEC staff, and an ABC permit has been obtained.
- SEC staff will be responsible for all site prep and cleaning prior to an event. This includes the set up of chairs and tables if prior arrangements have been made with SEC staff.
- Depending on the date and location of your event, you may be responsible for closing up and locking the site at the end of your event. If this applies to your rental, an SEC staff person will inform you of this prior to the event date.

### Rules

1. Event attendees must be directed to park their vehicles in the designated parking area at Sonoma Garden Park. Any overflow parking must be coordinated with SEC staff prior to the event date. Parking is not allowed in other areas of the property.
2. The port-a-potty is serviced routinely every Friday. If your event requires a special bathroom service, there is an additional \$60 charge. If your event requires an additional bathroom, prior arrangements must be made in advance with SEC staff, and charges for the extra bathroom will be included in the final invoice (prices vary depending upon the season).
3. Please inform all event guests that harvesting of food and/or flowers is not allowed. Anything harvested during an event will be added to the final invoice.
4. You will be responsible for all post event clean-up. This includes the following:
  - removal of any event decorations
  - disposal of waste, recycling and/or compost in the proper bins
  - putting tables/chairs back where they were prior to the event
  - washing/drying any utensils, vases, plates, cups, or other SEC items used during your event
5. You will be charged an hourly fee of \$52 for any additional clean-up not completed at the end of your event.
6. Sonoma Ecology Center will not be responsible for any decorations and/or personal belongings left at Sonoma Garden Park post event—please note that any items left behind are subject to disposal or removal from the site.

PO Box 1486, Eldridge, CA 95431 • (707) 996-0712 • fax (707) 996-2452  
Plaza Office: 20 East Spain Street, Sonoma, CA 95476 • (707) 996-9744  
Sonoma Garden Park: 19996 Seventh Street East, Sonoma, CA 95476  
info@sonomaecologycenter.org • www.sonomaecologycenter.org



## SONOMA GARDEN PARK

*A Project of Sonoma Ecology Center*



7. Any damage done to the garden is the sole responsibility of the person renting the site.
8. Sonoma Garden Park is a public park and community garden. There may be community gardeners or members of the public coming and going to areas other than your designated rental space during your event.
9. **A non-refundable deposit for half of the total event fee and a signed rental agreement are required to secure your event date.**

**SONOMA ECOLOGY CENTER RESERVES THE RIGHT TO CANCEL AN EVENT OR END AN EVENT IMMEDIATELY IF THERE IS ANY INAPPROPRIATE OR ILLEGAL BEHAVIOR OF ANY KIND.**

For further inquiries, please contact:

Jane Nakasako

Volunteer & Event Coordinator

(707) 996-0712 x107

[jane@sonomaecologycenter.org](mailto:jane@sonomaecologycenter.org)