



# MARV TEIXEIRA PAVILION (Mills Park)

This beautiful, tree-lined, 51-acre Park; with expansive grassy fields and a walking trail with arched footbridges which cross a meandering creekbed, is the favored site of many community events; Carnivals, Car Shows, Soccer Tournaments, etc., and with three covered Picnic Pavilions (electrical provided if rented) is the perfect spot for family picnics, bbq's and special events. Located adjacent to the Community Center and Aquatic Center, Mills Park features playgrounds, sand volleyball courts, tennis courts, horseshoe pits, skateboard park, miniature railroad which runs on a 1-1/4 mile track during the summer, and the 9/11, Vietnam Veterans and Firefighter Memorials. At the east end of Mills Park, the Marv Teixeira Pavilion (formerly the Pony Express Pavilion) plays host to roller hockey teams, special events, and a monthly flea market.

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The 30,000+ square foot Marv Teixeira Pavilion Complex, located in the northeast corner of the Park, is used for hockey in the winter months, and for large community-based special events in the summer. The open-air, covered Pavilion is equipped with bleacher seating, entertainment stage, dressing rooms, a ticket window and landscaped patio/plaza area. Ideal for summer concerts, exhibitions, swap meets, craft fairs, and more!

<b>TYPE:</b>	Large, Open-Air Covered Pavilion	<b>KITCHEN FACILITIES:</b>	Concession Stand / Snack Bar (seasonal)	*RAISED STAGE (47'x53') *DRESSING ROOMS	Yes Yes	BBQ	(Park only)	Basketball	(Park only)
<b>DIMENSIONS:</b>	130' x 220'	<b>CHAIRS / TABLES:</b>	INCL. 650+ Chairs; 45-Tables (30" x 96")	*BLEACHER SEATING (3 sets of 100-seat Bleachers)	Yes	Picnic Tables	(Park only)	Horseshoes	(Park only)
<b>CAPACITY:</b>	1,500-3,300 +	<b>UTILITIES:</b>	Water / Electrical *provided only if reserved	*PA SYSTEM / MIC *INT / EXT LIGHTING	Yes Yes	Playground	(Park only)	Tennis Courts	(Park only)
<b>HOURS:</b>	8am-8pm (dawn-to-dusk)	<b>RESTROOMS</b>	Men's & Women's	*TICKET Window / Office *PATIO / PLAZA AREA	Yes Yes	Turf Areas	(Park only)	Volleyball	(Park only)

<b>FACILITY RENTAL CHARGE:</b>	<b>RESIDENTS:</b>	\$460/day	For Individuals/Families living in Carson City, or Non-Profit Organizations based in Carson City.
	<b>NON-RESIDENTS:</b>	\$575/day	For Individuals/Families <i>not</i> living in Carson City, or Non-Profit Organizations <i>not</i> based in Carson City.
	<b>COMMERCIAL:</b>	\$690-\$775/day	For Commercial Entities, which have a Business License on file with the CC-Business License Division.

NOTE: The Park & Picnic Pavilions are rented separately.  
**NOTE: A Booking Deposit Fee, equivalent to one-day's Facility Rental Charge, is required at the time of booking to make a reservation (to generate a Permit).** The Booking Deposit will ultimately be applied to actual Rental Fees, and is 50% refundable if Notice of Cancellation is received 90-Days Prior to the start of the Event; with zero refund given if Event is cancelled *less than* 90-Days Prior to the start of the Event.

**INSURANCE:** A Certificate of Insurance for \$1 Million General Liability is required from all Renters. The Certificate must name the City of Carson City at 201 N. Carson St., Carson City, NV 89701 as an "Additional Insured" on the Policy, for the Dates/Event/Venue on the Permit. The coverage may be piggy-backed onto an existing Homeowner's or Business Policy, or if needed we can help Individual/Family Renters (only) obtain a Policy online from Wells Fargo Insurance/Reno for a \$150 Fee. \*NOTE: The Permit and Insurance *must* be in the same name.

**SECURITY:** Security is mandatory for High-Capacity Events (Evening Events, involving large Guest Counts, Alcohol, and Music). \*The CC-Parks Dept. keeps a list of preferred local Security Firms on file; the lowest cost of which provides a 4-Man Security Team for 6-Hours for \$450. The Renter is responsible for contacting the Security Firm directly, to make all arrangements to secure services (including payment).

**DEPOSITS: (Refundable)** A \$300 fully-refundable Cleaning/Damage Deposit is required of all MT Pavilion Renters. This Deposit will be held on account to cover any damages incurred during the course of the Event, and/or charges resulting from a failure to leave the Facility in a satisfactory condition (per Restoration Checklist). If no damages or additional charges are incurred, 100% of the Deposit will be refunded to Renter after the Event.

**OTHER (Potential) Requirements** Additional City Permits may be required for Events which are open to the General Public; where Tickets, Food, Alcohol, or Merchandise are sold. Contact Cherie Santillo (283-7576) at the CC-Health Dept. to obtain a Food Permit, and Lena Reseck (283-7059) at the CC-Business License Division to obtain a Temp Alcohol, Vendor, or Special Event Permit if you are selling Tickets, Food, Alcohol, and/or Merchandise.

- NOTE-1:** \*The MT Pavilion is available for rental from MAY-15th to SEPT-15th only. (Sierra In-Line Hockey Assoc. uses Pavilion during Winter months).
- NOTE-2:** \*Music to be kept at moderate levels; turned off by 8pm. All Guests departed by 9pm. Amplified Music by permission only at Outdoor Venues
- NOTE-3:** Reservations may be made up to 24-months in advance. \*Reservation Requests must be received at least 30-Working Days Prior to Event.
- NOTE-4:** Dogs are NOT ALLOWED at Mills Park (except Service Dogs). Glass Containers & Bounce Houses NOT ALLOWED at any City Park.
- NOTE-5:** Overnight Camping is allowed only for Event Organizers, Participants & Vendors who have assets to protect (equipment, merchandise, etc.).

**TO RESERVE:** Go to [www.carson.org/ccpr](http://www.carson.org/ccpr); click on Park & Facility Rentals; scroll to bottom of page, click again on Reservation link (carson.org/ccpr).  
 \*To Check Availability: Go to [www.carson.org/ccpr/calendar](http://www.carson.org/ccpr/calendar); click View Availability; click Month/Date to view Park Pavilion/Mills Dates.  
 \*To Create an Account (first time users only): Go to [www.carson.org/ccpr/account](http://www.carson.org/ccpr/account); fill in all required fields; click on Submit.  
 \*To Reserve: Go to [www.carson.org/ccpr/request](http://www.carson.org/ccpr/request); click on Reservation Request; select Park Pavilion/Mills as Event Type and as Facility.  
 Before starting Reservation process, be prepared to provide all relevant info, including Dates/Times, Name/Type of Event, # of Guests, etc.  
 Once reservation is confirmed, be prepared to pay the Booking Deposit. We accept Credit/Debit Cards, Checks & Money Orders. NO CASH.

<b>Useful Links:</b> *see attached/below	<a href="#">Cost Calculator</a>	<a href="#">Diagrams/Pictures</a>	<a href="#">Park Map/Layout; City Map</a>	<a href="#">Availability Calendar</a>	<a href="#">Reservation Request</a>
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**888 NORTH SALIMAN ROAD (CORNER OF HWY 50-EAST), CARSON CITY, NV 89701**

# RESERVATION FEES - COST CALCULATOR

## MARV TEIXEIRA PAVILION

VENUE/Facility:	MILLS PARK	MT Pavilion
VENUE/Facility:		
VENUE/Facility:		

### FACILITY RENTAL FEES: (per Facility/Day)

Resident/Non-Profit (or Individual)	\$ 460.00 each/day	1 # days	\$ 460.00
Non-Resident/Non-Profit (or Individual)	\$ 575.00 each/day	# days	
Commercial	\$ 690.00 each/day	# days	

### OPTIONAL EQUIP RENTAL FEES:

Wire Looms (Electrical)	\$ 60.00 each/day	# days	\$ tbd
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### ADMIN FEES:

#### INSURANCE

\*A Certificate of Insurance for \$1 Million General Liability is required from all Renters.

Note: If you can piggy-back coverage onto a Homeowner's or Business Policy, enter ZERO here. If not, an individual Policy can be obtained from Wells Fargo Insurance/Reno for \$134.

\*due 60-Days  
Prior to Event

\$ tbd \*

#### SECURITY

\*Mandatory for High-Capacity Events (late-ending; large guest counts; alcohol; music).

Note: High Capacity Events are NOT ALLOWED at Outdoor Venues (primarily due to noise restrictions), unless prior, written approval is obtained from the CC-Parks Dept.

\*due 60-Days  
Prior to Event

NA \*

#### ANCILLARY PERMIT FEES

\*Required if Event is open to General Public and Tickets/Food/Alcohol/Mdse are sold.

\*due 60-Days  
Prior to Event

\$ tbd \*

#### CLEANING/DAMAGE DEPOSIT-REFUNDABLE

\*due 30-Days  
Prior to Event

\$ 300.00

### PAYMENT TIMELINE:

#### DUE AT BOOKING:

A Booking Deposit Fee, equivalent to one-day's Facility Rental Charge, is required at the time of booking to make a reservation (to generate a Permit). The Booking Deposit will ultimately be applied to actual Rental Fees, and is 50% refundable if Notice of Cancellation is received 90-Days Prior to the start of the Event; with zero refund given if Event is cancelled less than 90-Days Prior to the start of the Event.

\$ 460.00

#### DUE 60-DAYS PRIOR:

\*Insurance, Security, Ancillary & any remaining Rental Fees

\$ tbd

#### DUE 30-DAYS PRIOR:

\*Refundable Cleaning/Damage Deposit

\$ 300.00

### PAYMENT RECAP:

#### TOTAL-RENTAL COSTS (Daily Minimum; Non-Refundable)

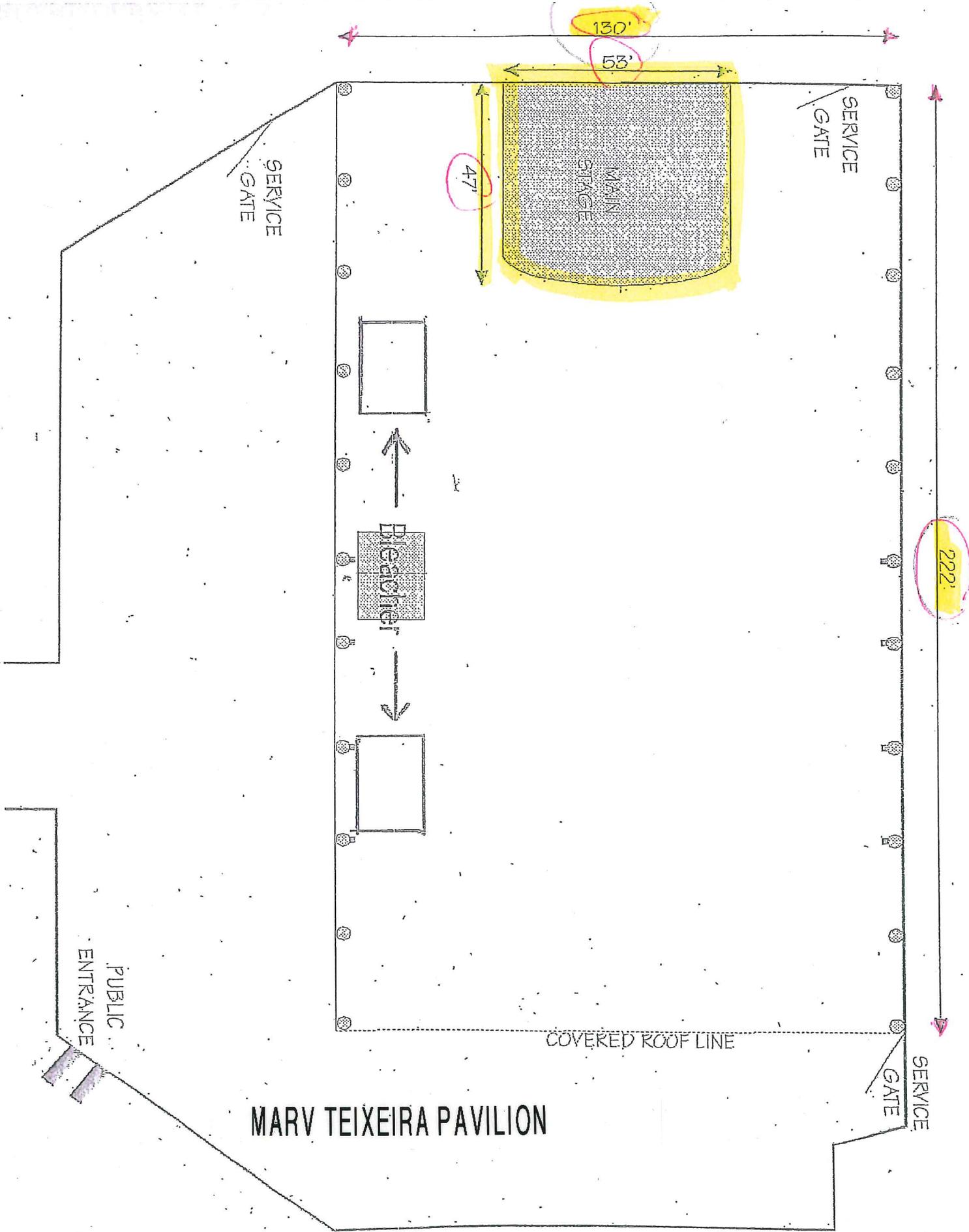
\$ 460.00

#### TOTAL-ADMIN FEES

\$ tbd

#### TOTAL-DEPOSITS (Refundable)

\$ 300.00



MARV TEIXEIRA PAVILION

130'

53'

47'

222'

SERVICE GATE

SERVICE GATE

SERVICE GATE

PUBLIC ENTRANCE

COVERED ROOF LINE

Bar

**MARV TEIXEIRA PAVILION  
ELECTRICAL GRID / AMPS**

