

Seven Oaks Park

Rates as of March 25th, 2019

Indoor Facilities

	Capacity	Rate per hour
Live Oak Center	80	\$90
Multi-Purpose Room 1	25	\$30
Multi-Purpose Room 2	50	\$50
Multi-Purpose Rooms 1 & 2	75	\$60
Activity Room 1	50	\$50
Activity Room 2	35	\$35
Kitchen		\$20
Dance Studio	20	\$25
Art Room	20	\$25
Conference Room	16	\$20

*Tables/chairs/set-up included in fee of room rentals listed above

Gymnasium (Full Court)	350	\$60
Gymnasium (Half Court)	175	\$35

*Additional Fee for Tables and Chairs with Gym rental

- Table \$3 Each
- Chair \$1 Each

Gymnasium Full Court Team Play		\$40
Gymnasium Half Court Team Play		\$30

Outdoor Facilities

	Capacity	Rate
Blue Jack Shelter	75	\$30/hour minimum 2 hours
Silverleaf Oak Shelter	20	\$30/hour minimum 2 hours
Southern Red Oak Shelter	20	\$30/hour minimum 2 hours
Athletic Field		\$25 per hour
Athletic Field with Lights		\$35 per hour
Athletic Field prepared for game:		
• Baseball/Softball		\$50 per field plus rental
• Lacrosse/Rugby/Soccer		\$75 per field plus rental
• Football		\$100 per field plus rental
Disc Golf Course		
• Full Day		\$250/8 hours
• Half Day		\$125/4 hours

An additional \$15 per hour will be charged for use of facilities after business hours.

Rental time includes set up time, event time and clean up time.

50% of rental fees are due at reservation. The remaining balance and a \$75 deposit are due 10 days prior to the event.

Building Hours

M – Th	6:00a – 9:00p
Friday	6:00a – 7:00p
Saturday	8:30a – 6:00p
Sunday	1:00p – 6:00p



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Park Hours

Monday – Sunday
6:00a – 10:00p

Facility Guidelines

The Lessee of Commission facilities are responsible for assuring the proper conduct of all persons attending events, for providing police protection which meets the Commission staff approval, and for immediately restoring Commission property in the event of damage. All such terms, including any fee, shall be set forth in a signed contract.

The rental fee balance will be due (10) days prior to the event or the facility will be released from reservation.

1. A facility reservation deposit of 50% of the total rental fee must be submitted at the time of reservation. If the reservation is cancelled less than two weeks prior to the rental this deposit is nonrefundable. A \$75.00 security deposit along with the remaining facility rental balance is due for all facility rentals 10 days prior to the event. Irmo Chapin Recreation Commission requires a \$75.00 fully refundable security deposit on all facility reservations at CCP and SOP. All security deposits must be paid with a VISA, MasterCard, American Express, money order or cash. This deposit will be refunded within 3 business days after the event, less any damage costs or additional fees incurred.
2. No smoking is allowed in indoor Commission facilities. No weapons, alcoholic beverages, illegal drugs, intoxicants or other controlled substances are allowed on park premises at any time.
3. No adhesives, nails, screws or other devices shall be used on any surface in the facilities.
4. **Indoor Clean-up:** Room free of trash, trash receptacles emptied, floors clean from debris, tables & counters wiped down and room in same condition as found. Loss of deposit fee if failure to comply.
5. The Lessee may be required to provide Public Safety Officer(s) based on the following criteria:
Event open to public, admission is charged, type of event, anticipated attendance, traffic/parking

Payment for Public Safety must be made 10 days prior to event. This should be given to the Park Director or Facility Manager who will make arrangements for the officers. Checks for Public Safety should be made payable to: **Irmo Chapin Recreation Commission (ICRC)**. Rate: Market Rate
6. **Outdoor Clean-up:** Shelter/Field free of trash and in same condition as found. Shelter rentals are rain or shine.
7. Inflatables are **NOT** allowed on ICRC property.
8. **No facility can be rented for private/corporate gain or fund-raising.**

Right of Refusal or Cancellation: ICRC reserves the right to cancel this agreement if it does not comply with ICRC policies and/or mission statement

AGREEMENT TERMS

The contracting organization or person is responsible for all property brought into ICRC facilities and shall be at sole risk for the loss of that property. In consideration for being able to use the facilities and equipment of Irmo Chapin Recreation Commission, the lessee, on behalf of all heirs, personal representative(s) and assigns, shall indemnify and hold harmless Irmo Chapin Recreation Commission, its officers, agents, employees, representatives, and executors and all others acting on their behalf from and against any and all claims for injury or damages including those caused by passive or negligent acts or omissions of Irmo Chapin Recreation Commission, its officers, agents, employees, representatives, and executors and all others acting on their behalf arising out or in any way connected with the performances of this Agreement.