

RENTALS / PERMITS

The Parks and Recreation Department has many different venues available for rental. Whether you are planning a wedding, family event, neighborhood event, or company picnic the Parks Department is sure to have a site that will fit your needs.

Reservations are taken up to 12 months in advance. Reservations are made electronically via email. Information can be requested by emailing parcsandrecreation@elpasotexas.gov or by calling (915) 212-0092. Administrative offices are closed on Saturdays, Sundays, and Holidays. Renter must be 18 years of age and have a valid I.D. (State Driver's License or State ID). For rentals with alcohol, renters must be 21 years of age. For more information, contact (915) 212-0092.

Shelter Rentals

SHELTER LOCATIONS			
Arlington (No rentals past 11 p.m.)	Northeast	4715 Junction	1,769 sq. ft
Braden Aboud	West	4325 Riverbend	1,940 sq. ft.
Grandview	Central/Northeast	3200 Jefferson	1,316 sq. ft.
Thomas Manor	Mission Valley	7901 Knights	1,296 sq. ft.
Sunrise (under construction)	Northeast	3800 Sunrise	1,680 sq. ft.

- Reservations must be made at least 30 days in advance
- Rentable up to 1 a.m., with the exception of Arlington Shelter (rentable up to 11 p.m.)
- Heating operational from October to April.
- Air Conditioning Operational from May to October.
- Maximum shelter capacity is 100 people, children included.
- Each shelter includes:
 - 100 stacking chairs
 - Refrigerator
 - 12 folding tables (8' x 30")
 - Restrooms
 - Trash Cans
 - Sink
 - Electric Stove
 - HVAC system

SHELTER RENTAL RATES				
Rates	Resident	Non-Resident	Non-Profit	Commercial
Per Hour	\$48	\$60	\$38	\$192
Per Hour – Prime Time	\$66	\$83	\$53	\$264
All Day (8 hours) – Prime Time	\$396	\$494	\$317	\$1,584
*Resident/Non-Resident fees are determined by the applicant's listed home address on driver's license.				
**Prime Time refers to weekdays after 5:00 p.m. and any time during the weekend, including holidays.				

Memorial Reserve

MEMORIAL RESERVE RENTAL RATES				
Rates	Resident	Non-Resident	Non-Profit	Commercial
Per Hour	\$44	\$55	\$35	\$175
Per Hour – Prime Time	\$56	\$70	\$45	\$225
All Day (8 hours) – Prime Time	\$375	\$469	\$300	\$1,500
*Resident/Non-Resident fees are determined by the applicant’s listed home address on driver’s license.				
**Prime Time refers to weekdays after 5:00 p.m. and any time during the weekend, including holidays.				

- Located at 3100 Copper Ave.
- Reservations must be made at least 30 days in advance
- Maximum shelter capacity is 400 people, children included.
- Allowed: Tables, Chairs, and Canopies
- Rentable up to 1 a.m.
- Security is mandatory for all rentals at the Reserve

Pavilions

PAVILION RENTAL RATES				
Rates	Resident	Non-Resident	Non-Profit	Commercial
Per Hour	\$18	\$23	\$14	\$72
Per Hour – Prime Time	\$24	\$30	\$19	\$96
All Day (8 hours) – Prime Time	\$144	\$180	\$115	\$576
*Resident/Non-Resident fees are determined by the applicant’s listed home address on driver’s license.				
**Prime Time refers to weekdays after 5:00 p.m. and any time during the weekend, including holidays.				

- Locations: Shawver Park, Veterans Park, Pavo Real Park
- Allowed: Tables, chairs, and canopies
- Not allowed: Alcohol
- Electricity not provided
- Rentals permitted during Park Hours only

Rose Garden

ROSE GARDEN RENTAL RATES				
Rates	Resident	Non-Resident	Non-Profit	Commercial
Per Hour	\$42	\$53	\$34	\$168
Per Hour – Prime Time	\$54	\$67	\$43	\$216
*Resident/Non-Resident fees are determined by the applicant’s listed home address on driver’s license.				
**Prime Time refers to weekdays after 5:00 p.m. and any time during the weekend, including holidays.				

- Not permitted: alcohol, real flowers, real flower bouquets
- Maximum people allowed for events: 20, children included

- Minimum rental period: 1 hour
- Maximum rental period: 2 hours

Plazas

Please call our office at (915) 212-0092 for rates and further information.

- San Jacinto Plaza with Electricity
- San Jacinto Plaza without Electricity
- Union Plaza
- Cleveland Square
- Pioneer Plaza

Open Park Grounds

An area within a park may be reserved for personal use for private events by obtaining a permit through the Parks and Recreation Department. A permit and park usage fee is required. This permit ensures the exclusive use of a particular space for a designated time. Families and organizations may reserve Park space for private use. Permit Application is required for all events; an application must be turned in 30 days in advance for review. Security guards may be required upon review. Contact our office at (915) 212-0092 to check park availability.

All City park green areas are available for rent but the following parks have designated areas.

- Argal Park
- Capistrano Park
- Grandview Park
- James “Jim” Crouch (Ponder) Park
- Memorial Park
- Pavo Real Park
- Salvador Rivas Park
- Sue Young Park
- Westside Community Park
- Blackie Chesher Park
- Eastwood (Album) Park
- Hidden Valley Park
- Marty Robbins Park
- Nations Tobin Park
- Ralph T. Cloud (Yucca) Park
- Shawver Park
- Veterans Park

OPEN PARK GROUND RENTAL RATES	
Administrative Fee	\$7
Amplification Fee	\$15
Park Usage Fee	\$54
Electricity is not available at any City Park.	

Special Events

A park or plaza can be reserved for a special event. An application is required along with a site plan for the event. Amusement devices including jumping balloons must be rented from Parks Approved vendors. A site visit may be required for special events.

Please call our office at (915) 212-0092.

Additional Reservation Administrative Fees

Fees	Rates
Guard Service – Per Hour	\$20
Cleaning fee – Per Cleaning	\$60
Administrative Fee – Per Transaction	\$7
Amplification Fee – Per Permit	\$15
General Food Booth Fee – Per Booth	\$65
General Vendor Fee – Per Vendor	\$45