

## **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 [parksandrecreation@elpasotexas.gov](mailto:parksandrecreation@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 ID (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			
<b>Arlington (No rentals past 11 p.m.)</b>	Northeast	4715 Junction	1,769 sq. ft.
<b>Braden Aboud</b>	West	4325 Riverbend	1,940 sq. ft.
<b>Grandview</b>	Central/Northeast	3200 Jefferson	1,316 sq. ft.
<b>Thomas Manor</b>	Mission Valley	7901 Knights	1,296 sq. ft.
<b>Sunrise (under construction)</b>	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 is operational from October to April.
  - Air Conditioning is operational from May to October.
  - Maximum shelter capacity is 100 people, children included.
  - Each shelter includes:
    - 100 stacking chairs
    - 12 folding tables (8' x 30")
    - Trash Cans
    - Electric Stove
    - Refrigerator
    - Restrooms
    - Sink
    - HVAC system

SHELTER RENTAL RATES				
Rates	Resident	Non-Resident	Non-Profit	Commercial
<b>Per Hour</b>	\$58	\$72	\$46	\$230
<b>Per Hour – Prime Time</b>	\$80	\$100	\$63	\$317
<b>All Day (8 hours) – Prime Time</b>	\$475	\$592	\$380	\$1,900
<b>All Day (8 hours)</b>	\$345	\$432	\$276	\$1,383
*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	\$52	\$66	\$42	\$210
Per Hour – Prime Time	\$67	\$84	\$54	\$270
All Day (8 hours) – Prime Time	\$450	\$563	\$360	\$1,800
All Day (8 hours)	\$314	\$392	\$252	\$1,260
*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	\$21	\$28	\$17	\$86
Per Hour – Prime Time	\$29	\$36	\$23	\$115
All Day (8 hours) – Prime Time	\$173	\$216	\$139	\$691
All Day (8 hours)	\$130	\$163	\$103	\$518
*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: Chelsea Park, 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	\$50	\$63	\$40	\$202
Per Hour – Prime Time	\$65	\$80	\$52	\$260
*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 are 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. A 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	\$65 Resident / \$82 Non-Resident
<b>Electricity is not available at any City Park.</b>	

## 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
<b>Guard Service – Per Hour</b>	\$25
<b>Cleaning fee – Per Cleaning</b>	\$66
<b>Administrative Fee – Per Transaction</b>	\$7
<b>Amplification Fee – Per Permit</b>	\$15
<b>General Food Booth Fee – Per Booth</b>	\$91 Resident / \$113 Non-Resident
<b>General Vendor Fee – Per Vendor</b>	\$63 Resident / \$78 Non-Resident