



**PRIVATE EVENTS
AT ARMSTRONG-KELLEY PARK
DONATION SCHEDULE**

# OF GUESTS	DONATION
Up to 50	\$500
100	\$1,000
101-200	\$2,000

GENERAL INFORMATION

For any reception: Event host will furnish one portable toilet for up to 100, and we suggest two units for events over 100. Barnstable policeman must be hired for a four hour duty for groups over 100 people. Hours: Events cannot begin before 9:00 AM and the park must to be vacated by 9:00 PM. Please plan to stop music by 8:00 PM to meet 9:00 PM deadline.

Armstrong-Kelley Park (A-K Park) will provide:

1. Personnel to direct parking for up to 50 vehicles
2. Town water where required for caterer
3. Electric power for musicians, public address, lights and caterer
4. On-site personnel for duration of event
5. For event, A-K Park will be closed to public and proper signs will be posted

Event host will provide:

1. Payment of 10% at time of agreement. Balance due 7 days prior to event
2. Portable toilets when required
3. Barnstable policeman when required
4. Tents and caterer when required
5. Portable toilets and tents may be on site the Friday before weekend event
6. All electrical equipment and set up for musicians, public address, illumination and caterer
7. Toilets and tents may remain on site until Monday after weekend event
8. Tent company and food vendor must have CERTIFICATE OF INSURANCE and name C.C.H.S. A-K Park must appear on the policy. A-K Park is not responsible for any damage to tents or toilets.
9. A-K Park must be cleaned by event host within 24 hours of event

A-K Park is owned and operated by the private non-profit Cape Cod Horticultural Society which retains authority to cease any event which is illegal or in any way does not conform to the standards of this quiet community. Any questions? Please contact CCHS Trustee, P.O. Box 934, Osterville, MA 02655 or perk63@comcast.net.