

**GRANBY PAVILION
USE PERMIT APPLICATION**

Please Note: The pavilion space is kept locked when not in use. Keys can be obtained from the receptionist at City Hall by 4:00 p.m. prior to the date of your event. If you are requesting a weekend date, the keys must be picked up prior to 4:00 p.m. the Friday before. **Please call 803-796-9020 for more information.**

Date of Use: _____ Date of Application: _____

Hours of Activity

Start Time _____ Ending Time: _____ (includes setup & breakdown)

No. of people _____

Contact Information

Name of Group: _____ Contact Person: _____

Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____ Other: _____

Brief Description of Activity: _____

Permit Type (please indicate appropriate type by check mark)

____ Pavilion space without power

____ Pavilion space with power

I/We hereby stipulate and agree to indemnify and forever hold harmless the City of Cayce against any and all claims and demands or actions which may hereafter be made or instituted against said Cayce, arising out of our occupancy at the above named facility. I/We further agree to assume all costs of damage to the facility and/or contents during the period authorized and all results of said use of facility and contents. I/We have read the rules and regulations as set forth on the reverse side of this application and agree to comply with these set rules as stated by the City of Cayce.

Signature of Person Directly Responsible: _____

Date Signed: _____

****PERMITEE MUST HAVE PERMIT IN THEIR POSESSION WHILE ON CITY PROPERTY****

For Office Use Only

Keys picked up on _____ by _____

____ Keys returned

GRANBY PAVILION
RULES AND REGULATIONS

1. Call the City of Cayce at 803-796-9020 to make your reservation and obtain the Use Permit Application.
2. Complete the application in its entirety and return to the City of Cayce, 1800 12th Street, Cayce, SC 29033. The completed application must be received prior to your event to guarantee your reservation.
3. Please pick up the Pavilion key no later than 4:00 p.m. prior to the reservation date. If you have reserved a weekend date, the key must be picked up prior to 4:00 p.m. the Friday before.
4. The Pavilion key must be returned to the City of Cayce immediately following your event. You may use the outdoor drop box next to the City Hall building to return the key.
4. The person reserving Granby Pavilion is responsible for making sure that trash is picked up and placed in the cans provided.
5. The person reserving Granby Pavilion is responsible for their invited guests and any damages that are incurred during the time they are using the facility.
6. A restroom facility is located in Granby Gardens Park adjacent to the Cayce Historical Museum.
7. Electricity is available at no charge with **prior notification**.
8. Alcoholic beverages, tobacco, and drugs are strictly prohibited in the Pavilion.
9. In case of emergency, contact the Public Safety Department located on the City Hall grounds. They can also be reached direct by calling 794-0456.