



CAYCE RIVERWALK PARK PICNIC FACILITIES RESERVATION FORM

Please Note: The Riverwalk Park located at the intersection of N Avenue and Axtell Dr. and is open during daylight hours only. The Riverwalk Pavilion and Congaree Shelter can be reserved on a first-come, first-served basis at no charge. Please call 803-796-9020 for more information.

Date of Application: _____

Please check one: Riverwalk Pavilion (at entrance) Congaree Shelter

Date/Hours of Activity

Date of Use: _____

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

Contact Information

Name of Group: _____ Contact Person: _____

Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____ Other: _____

Brief Description of Activity: _____

No. in Group: _____

If reserving the Riverwalk Pavilion,

a) Will electricity be needed? ___ Yes ___ No

b) Will relocation of picnic tables at Riverwalk Pavilion be required?

___ Yes ___ No

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 RESERVATION FORM IN THEIR POSSESSION WHILE ON CITY PROPERTY****

Return completed form to:

CITY OF CAYCE ▪ PO Box 2004 ▪ CAYCE, SOUTH CAROLINA 29171
TELEPHONE: 803-796-9020 ▪ FAX: 803-796-9072 ▪ WEBSITE: www.cityofcayce-sc.gov

RIVERWALK PARK PAVILION AND CONGAREE SHELTER 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, P.O. Box 2004 (1800 12th Street), Cayce, SC 29171. The completed application must be received prior to your event to guarantee your reservation.
3. The person reserving Riverwalk Pavilion/Congaree Shelter is responsible for making sure that trash is picked up and placed in the cans provided.
4. The person reserving Riverwalk Pavilion/Congaree Shelter is responsible for their invited guests and any damages that are incurred during the time they are using the facility.
5. A restroom facility is located in the Park at the entrance and adjacent to the Riverwalk Pavilion.
6. Electricity is available at the Riverwalk Pavilion only at no charge with **prior notification**.
7. Alcoholic beverages, tobacco, and drugs are strictly prohibited in the Park.
8. In case of emergency, please use the Call boxes located throughout the Park to contact the Public Safety Department. They can also be reached direct by calling 794-0456.

Special Note Re Riverwalk Pavilion:

Picnic tables (to be installed late Fall 2005) can be removed for a catered event. If this is required, please be sure to indicate this request on the User Permit Application.