**Monte Sano Club**

**Pavilion, Live Music, and Small Event Policies**

* If you plan to host an event with more than 15 guests you **must** reserve the pavilion which includes the grassy area between the pavilion and parking lot. You must notify management 10 days prior to the event, complete the pavilion reservation contract and submit fees ($150 refundable deposit, $25 per hour non-refundable reservation fee.) Pavilion reservation fees help cover the costs of additional staff if needed and future pavilion improvements.
* For smaller events, with 15 guests or less, we ask that you still notify management of your plans 10 days prior to your event. This helps to ensure that proper staffing is in place and that the number of “events” does not get out of hand on a particular day.
* The bluff area is not available for reservations. It is first-come first-serve. There are a number of picnic tables available on the grounds that can be moved around. You may also bring your own tables and chairs and use these on the bluff or in grassy areas where available. The bluff furniture, (round green tables and chairs,) is to remain on the bluff.
* To host live entertainment on the grounds, members must reserve the pavilion and have the entertainment approved by management. Live music will be confined to the pavilion unless approved for the bluff area. All live entertainment must end by 9:00 pm Sunday – Thursday and 10:00 pm on Friday or Saturday.

To notify management of an event you are hosting contact msc.manager@montesano.org

The pavilion rental contract is available on the website: msc.montesano.org