

LUNDA COMMUNITY PARK BAND SHELL

MISSION STATEMENT

The Lunda Community Park Band Shell shall be used primarily for performing arts programs and special events sponsored by the City of Black River Falls, Black River Area Schools, Arts Alliance, Black River Area Community Band, or The Band Shell Advisory Committee. There will be no fee charged to the sponsored programs, which shall have first rights to schedule the band shell for arts performances. On a space available basis, business or private rental use will be made available by request.

EVENTS/ACTIVITIES PERMITTED

The Lunda Community Park Band Shell may be used for events as approved by the Band Shell Committee or the City Clerk on an individual basis. General event usage may include picnics, weddings, or other special events, and business or family meetings. Any rental will follow the City rental rates as established by the City of Black River Falls.

RESERVATIONS

Reservations are accepted on a space available basis. The application and rental fee are due and payable to the city clerk at Black River Falls City Hall, as with any other rental in the park. All park policies concerning rental requirements apply to the band shell and/or the Nelson Shelter, if used.

APPROVAL OF EVENTS

1. All programs held at the band shell will be granted by the city, subject to approval by the committee.
2. The application will request the following information: name, contact number, type of group, type of music/show to be presented, and possibly a list of music or an audition tape.
3. Requests for reservations for performances at the band shell must have a "General Audience" rating. Performing organizations can be referred by Advisory Committee members, school music educators, or by a taped or live audition. The advisory committee will make the final decisions should questions arise. Once approval has been obtained, the group will be placed on an Approved to Perform List.
4. Once an organization has been placed on the Approved to Perform List, it may schedule usage of the band shell. The Approved to Perform List will be held at City Hall referred to during rentals/band shell sign ups. Advisory Board member organizations will automatically be on this list without a required audition.

5. Any member of the Band Shell Advisory Committee, the Lunda Park Advisory Committee, or a City Park employee may stop a performance and require renters to leave the park if a performance becomes “unsavory.”
6. In the event of a rental conflict with the Nelson Shelter, notice will be given to both renters. In some cases, due to conflicting issues with the initial renter of either shelter, a rental request may not be approved. If both shelters are being rented, reasonable effort must be made by both renters to control volumes so as not to interfere with the other rental.
7. Committee will meet quarterly or as needed. The Advisory Board should consist of a designated member(s) of the: BRF City Council, Black River Area Community Band, Jackson County Youth Theater, Black River Arts Alliance, Sweet Adelines/Rhythm of the River, Falls Players, or Pinetones. A quorum will consist of three of the seven organizations.

LUNDA COMMUNITY PARK BAND SHELL RULES

Park Rules: All Lunda Community Park Rules and Regulations apply to the use of the Band Shell and surrounding premises.

Local Ordinances: All local ordinances, fire and safety regulations, state laws, and building regulations apply to the use of the Band Shell.

Event Entrance Fees: No fee shall be charged for Bandshell events without prior written authorization and so authorized in the application process. Ticket sales may be subject to the standard Lunda Park Committee fee structure for these events, which should be made clear in the rental agreement prior to the event.

Free-will Contributions: On-site collections by organizations sponsoring events are permitted, but restricted to free-will or voluntary contributions within the Band Shell area. Notice of such collections must be stated in the application, and the organization is entitled to the funds collected. Collections of any kind beyond the designated Band Shell area are prohibited.

Public Access to Events: Band Shell events may not bar the general public from attending the event.

Decibel Level: No event shall produce noise levels that interfere or detract from the enjoyment of the general public in the surrounding area.

Band Shell Equipment: The Band Shell has electrical service and general stage lighting, which need to be accessed through a control room with a key provided at the city clerk's office as a part of the rental. Lessees will need to supply equipment such as extension cords, amp wires, powerstrips, chairs, and music stands. Some of these items may be available by requesting them through the Band Shell Committee in advance. The Band Shell has a locked storage room that can be used for temporary storage during an event. All items must be removed from the storage area prior to refunding the rental deposit. The Band Shell is not liable for any items that are stolen or damaged from storage.

Concessions: Groups may sell concessions at Band Shell events with prior arrangement on the application. Each group should provide its own necessary equipment and clean up the area according to park rules. The Nelson Shelter kitchen is available only to those groups who choose to rent it for a \$100 fee. Concessions may be subject to the standard Lunda Park Committee fee structure for these events, which should be made clear in the rental agreement prior to the event.

Liability: **Personal property.** Persons leasing the band shell will insure their own property. Lessees agree to keep their own property, including any machinery, equipment, paraphernalia, costumes, clothing, scenery, trunks, exhibit materials, musical instruments and cases, and any other personal property brought and/or used on the premises by the lessee or any other person acting under the lessee's direction reasonably insured against hazards and casualties, this is fire and those items usually covered by extended coverage. The city shall not be responsible for any loss or damage to any of such property for any cause of whatever nature or any kind.

City property. Every attempt must be made to avoid damage to the lawn around the Band Shell. Vehicular traffic should be avoided, especially when the area is wet. Damage may be the renter's responsibility if the Advisory Committee can show neglect by the renter. The City reserves the right to require renters to provide a certificate of insurance, which names the City as additional insured. Renters agree to hold the City harmless.

Weather: In the event that lightning, heavy rains, or severe weather warnings are evident, the event will be cancelled. Event staff has the authority to cancel the event on site due to severe weather conditions. Weather conditions, such as heavy rains, can damage equipment or turf permanently. Upon availability, the event may be rescheduled at no additional charge.