

# Camden Public Library

55 Main Street Camden Maine 04843



## The Amphi-theatre and Harbor Park

The Amphi-theatre and Harbor Park may be rented for private parties, business gatherings, or charitable events. Events such as craft fairs, weddings, and concerts have been staged successfully in these beautiful parks.

The Amphi-theatre and Harbor Park are open to the public and enjoyed by all on a daily basis. There are no facilities available such as restrooms, changing rooms, telephones, or shelter.

Fee Structure	Resident	Non-Resident
First three hours	\$ 950.00	\$ 1150.00
Each additional hour	\$ 200.00	\$ 350.00

Application for use of the Amphi-theatre or Harbor Park may be made by e-mailing the Library at [dpjackson@librarycamden.org](mailto:dpjackson@librarycamden.org).

- All applicants are required to pay the full fee at time of booking.
- 50% of the fee will be refunded if the event is canceled 60 days or more prior to the event. After that there is no refund.
- 50% of the fee will be refunded in case of inclement weather that causes the relocation of the event., if the decision to move is made before the chairs are set out.
- Applicants are strongly encouraged to secure a separate, indoor, back-up venue in case of rain.
- Maximum daily rate: \$3000 per day for rental of Amphi-theatre or portions of Harbor Park. Fees for non-profit, public events for which the library is a co-sponsor may be reduced or waived at the Library's discretion.



### What's Included

Canvas chairs and chair set-up in the Amphi-theatre are included in the fee, up to 200 chairs. There will be an extra charge if chairs are requested for Harbor Park.

*For further details about renting the Amphi-theatre or Harbor Park, or to reserve a date, please contact Dave Jackson.*

## Guidelines for Using the Amphitheatre and Harbor Park

- The use of the library by library members must be respected.
- No alcoholic beverages permitted.
- A certificate of insured liability is required for all rentals. (Limit of Liability amount should be \$1,000,000.) Generally a CERTIFICATE OF INSURANCE is available from your insurance agent. It should state that coverage applies to the Camden Public Library on the day of your wedding. The policy owner should be the same person(s) as the signer of the application. Insurance for wedding ceremonies and receptions also is available on line at [WWW.WEDSAFE.COM](http://WWW.WEDSAFE.COM).
- Public parking is available throughout town; a map is available. Exclusive use of the Meadow Parking Lot is not included.
- Wedding receptions are not permitted because facilities cannot support lights, fire of any kind, or cooking. In addition, there is no access to water or plumbing.
- No confetti or rice is allowed.
- Portable toilet facilities must be provided by the renter for any event over 4 hours and removed immediately thereafter.
- Amplified music not permitted after 9:00 pm.
- Stakes of any kind are not permitted, including stakes for tents, signs, or fencing.
- Access to the library is available through the main doors on Atlantic Avenue only. Please note that the Reading Room on the third floor is reserved for quiet reading and research. Use of the third floor exit from the library (down the curved stone stairway) is restricted to a formal entrance by the bride and one escort only. If staff is requested to open the library during non-business hours, a charge of \$50/hour will be added to the balance due. This agreement does not include rental or occupancy of any space inside the library building.
- Although no security deposit is required, applicants will be responsible for any damage and will be billed for damage or excessive cleanup costs.
- “Resident” rates apply only if one of the wedding couple or their parents are Camden residents.
- The Amphitheatre and Harbor Park are located at the head of the harbor, on Atlantic Avenue just off Main Street.



These rules may be reviewed on a case-by-case basis by a vote of the Camden Public Library Board of Trustees.

Updated January 2022