



Renting the Amphitheatre

at Camden Public Library



Our beautiful Fletcher Steele-designed Amphitheatre is located at the head of Camden Harbor, on Atlantic Avenue just off of Main Street. The Amphitheatre can be rented for weddings*, private parties, business gatherings, fundraisers, campaign rallies, and charitable events. Events such as craft fairs, graduation ceremonies, and concerts have also been staged successfully in this historic space. The Amphitheatre is open to the public and enjoyed daily. After library hours there are no available restrooms, telephones, or shelters. Up to 200 chairs and their set-up in the Amphitheatre are included in the rental fee.

*Please refer to the Wedding Rental Guidelines for information about renting the Amphitheatre for a wedding.

Fee Structure	Resident	Non-Resident
First 3 hours	\$950	\$1450
Each Additional hour	\$200	\$350

For inquiries about the use of the Amphitheatre for WEDDINGS, email jlattimore@librarycamden.org. **For inquiries about the use of the Amphitheatre for OTHER EVENTS, email jsagaser@librarycamden.org or call 207-236-3440.**

Guidelines for Use

- The use of the library by patrons 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 event. The policy owner should be the same person(s) as the signer of the application.
- Public parking is available throughout town; a map is available at camdenmaine.gov.
- Exclusive use of the Meadow Parking Lot is not included. Use of the staff lot behind the library is not permitted.
- 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.
- If portable toilet facilities are desired, they must be provided by the renter and removed immediately thereafter. Location of portable toilets must be discussed with the library.
- Amplified music is 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.*
- This agreement does not include rental or occupancy of any space inside the library building.

Terms

All applicants are required to pay the full fee at the time of booking.

Payment can be made online or via check.

- 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: \$3,000 per day for rental of the Amphitheatre.
- 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 the organizer or organization have a Camden address.
- Fees for non-profit, public events for which the library is a co-sponsor may be reduced or waived at the Library's discretion.