

MARCH 2015 HP PARK EVENTS/BOOKINGS

DATE/TIME	EVENT/SIZE	PARKING	AREA	EVENT CONTACT	STAFF REQUIREMENTS/ISSUES	SEATING SET-UP	CATERING	MUSIC	Fees/MISC. INFO.
March 2, 2015 6:30 pm – 8:00 pm	Foundation Meeting 15-20	NO SPECIAL REQUIREMENTS	Main House	Foundation Meeting Marylue Timpson**	Set up/take down No staff present	U shape seating for 7 Audience – 12 chairs	None	None	No fee
March 4, 2015 6:30pm-8:00pm	Park & Rec Meeting 15-20	NO SPECIAL REQUIREMENTS	Main House	Park & Rec Steve Tyler** X541	Set up/ take down No staff present	U Shape seating for 12, Audience- 12	None	None	No Fee
March 6, 2015 12pm-4pm	Memorial 40	NO SPECIAL REQUIREMENTS	Pavilion	A. Mayfield	Set up. Julie/Santos run, close	8 tables, 40 chairs, podium	On Own	None	\$1170.00
March 7, 2015 3pm-12am	Wedding 150	Carpooling	Pavilion	M. Schuchard	Hugo,Randy, Santos, setup, run close	15 tables , 150 chairs	On Own	DJ, doors closed	\$2875.00
March 16, 2015 6:00 pm – 10:00 pm	Meeting	NO SPECIAL REQUIREMENTS	Pavilion	Town – Theresa X529**	Set up/ take down No staff present	As many chairs as possible facing screen.	None?	None	No Fee
March 18, 2015 11am-2:30pm	HRA Meeting 20	NO SPECIAL REQUIREMENTS	Main House	Theresa X529**	Set up/ Take down No staff present	Square with 20 chairs	None	None	No Fee
March 21, 2015 1pm-10pm	Wedding 50	NO SPECIAL REQUIREMENTS	Main House	C. Hogan	Caterer set up and take down	TBD	ABC	DJ, doors closed	\$1950.00
March 26, 2015 7:00 am – 10:00 am	Community Trust Meeting 35	NO SPECIAL REQUIREMENTS	Pavilion	Jennifer X503**	Set up/take down No staff present	U shape for seating for 35 2 tables in back for refreshments	None	None	No fee

** member to open and close facility.

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March 26, 2015 6:00 pm – 9:00 pm	Get Ready Atherton meeting 100	NO SPECIAL REQUIREMENTS	Pavilion	Theresa x529**	Set up/take down No staff present	Awaiting set up info.	None	None	No fee
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		CLASS		FACILITY/DAYS USED			
		DISCUSSION MEETINGS		CARRIAGE HOUSE/ - SUNDAYS 0900-1000			
		ATHERTON LACROSSE		None.			
		AYSO		None.			
		BARI HALPERIN – DOG TRNG		March 5, 12, 19, 26 - CH – 6 – 9 pm			
		BAY AREA COUNTRY DANCE		March 10–CH - 8 – 10 pm			
		FREDDIE JACKSON – DOG TRNG		March 3,5,10,12,17,19,24,26,31; - 2 – 4 pm NM			
		FOLK DANCE		March 4, 11, 18, 25 – CH 8 – 10 pm			
		MENLO-ATHERTON YOUTH LACROSSE		None.			
		ROYAL SCOTTISH DANCE		March 15– CH - 1:30 – 4:30 pm			
		TENNIS		TENNIS COURTS – DATES/TIMES VARY			

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