

## OCTOBER 2016 HP PARK EVENTS/BOOKINGS

DATE/TIME	EVENT/SIZE	PARKING	AREA	EVENT CONTACT	STAFF REQUIREMENTS/ISSUES	SEATING SET-UP	CATERING	MUSIC	Fees/MISC INFO.
October 1, 2016 2:00pm-11:30 pm	Wedding 166	NO SPECIAL REQUIREMENTS	Pavilion	L. Stiles 650-483-0310	Caterer set up/take down Staff present	15 round tables & chairs	Weir	DJ	\$3250.00
October 2, 2016 10:00am-2:00pm	Picnic 30	NO SPECIAL REQUIREMENTS	North Meadow	N. Jazayeri 650-799-8536	No set up needed Staff present	N/A	On Own	None	\$460.00
October 3, 2016 12:00-2:00pm	Round Table 20	NO SPECIAL REQUIREMENTS	Main House	B. Hale X560	Set up/take down No staff present	U- Shape for 20 with audience	On Own	None	No fee
October 3, 2016 6:00 pm - 8:30pm	Foundation Meeting 15-20	NO SPECIAL REQUIREMENTS	Main House	Marylue Timpson	Set up/ take down No staff present	U shape seating for 7 Audience – 12 chairs	None	None	No fee
October 4, 2016 6:00 am – 2:00 pm	Pd Training 15+	NO SPECIAL REQUIREMENTS	Main House	Jennifer x 503	Set up/take down No staff present	U shape seating for 15- table in center for projector/ screen	None	None	No fee
October 4, 2016 10:00 am – 2:00 pm	Pd Training 15+	NO SPECIAL REQUIREMENTS	Pavilion	Jennifer x 503	Set up/take down No staff present	No set up needed	None	None	No fee
October 5, 2016 6:30 pm -8:00 pm	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
October 6, 2016 6:00 am – 2:00 pm	Pd Training 15+	NO SPECIAL REQUIREMENTS	Main House	Jennifer x 503	Set up/take down No staff present	U shape seating for 15- table in center for projector/ screen	None	None	No fee
October 6, 2016	Pd Training 15+	NO SPECIAL REQUIREMENTS	Pavilion	Jennifer x 503	Set up/take down No staff present	No set up needed	None	None	No fee

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10:00 am – 2:00 pm									
October 8, 2016 4:00pm- 12:00am	Bike Club Dinner 50-100	NO SPECIAL REQUIREMENTS	Pavilion	J. Phillips 650-248-9191	Set Up/Take down Staff Present	12 round tables 120 chairs	Zuc's	DJ	\$2875.00
October 14, 2016 4:00pm- 12:00am	Wedding 80	NO SPECIAL REQUIREMENTS	Pavilion	T. Pardia 650-678-2174	Set up/Take down Staff present	8-round tables & chairs	Miraglia	DJ	\$1560.00
October 15, 2016 3:00pm- 12:00am	Reunion 90	NO SPECIAL REQUIREMENTS	Pavilion	N. Brandon 650-462-9886	Set up/Take down Staff present	12 round tables/90 chairs	ABC	DJ	\$2875.00
October 21, 2016 3:00pm- 11:00pm	Wedding 100	NO SPECIAL REQUIREMENTS	Pavilion & Main House	E. Ip 408-306-1481	Caterer Setup/take down Staff present	TBD	Solei	DJ	\$2470.00
October 23, 2016 1:00pm- 7:00pm	Retreat 50	NO SPECIAL REQUIREMENTS	Pavilion	M. Kaewert 650-400-4505	Set up/take down Staff present	TBD	None	None	\$2875.00
October 26 2016 11:00am- 1;00pm	Meeting 30	NO SPECIAL REQUIREMENTS	Main House	S.Tyler X 541	Set up/Take down No staff present	Square shape for 30	None	None	No Pay

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October 18, 2016 9:00 am – noon	Pd training 30+	NO SPECIAL REQUIREMENTS	Pavilion	Jennifer x 503	Set up/take down No staff present	U-shape seating for 30 – 2 tables in back for refreshments	None	None	No fee

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<b>CLASS</b>	<b>FACILITY/DAYS USED</b>	<b>CONTACT NAME</b>
<b>DISCUSSION MEETINGS</b>	CARRIAGE HOUSE/ - SUNDAYS 0900-1000	Kim Huffman
<b>AYSO</b>	M-F: 4 – 7pm Fields C & D (A & B ok if Lacrosse not using).	Mike Molano
<b>BARI HALPERIN – DOG TRNG</b>	None.	Bari Halperin
<b>BAY AREA COUNTRY DANCE</b>	October 11 CH - 8 – 10 pm	Alan Winston
<b>ENCORE LACROSSE</b>	None.	Kevin Arabejo
<b>FREDDIE JACKSON – DOG TRNG</b>	October 4,11,13,18,20,25 & 27 NM 2 – 4 pm	Freddie Jackson
<b>FOLK DANCE</b>	October 12, 19, 26 CH 8 – 10 pm	Suzanne Rocca-Butler
<b>MENLO-ATHERTON YOUTH LACROSSE</b>	None.	MJ Davey
<b>TENNIS</b>	TENNIS COURTS – DATES/TIMES VARY	Player Capital

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