

APRIL 2018 HP PARK EVENTS/BOOKINGS

DATE/TIME	EVENT/SIZE	PARKING	AREA	EVENT CONTACT	STAFF REQUIREMENTS/ISSUES	SEATING SET-UP	CATERING	MUSIC	Fees/MISC. INFO.
April 2, 2018 1:00 pm – 3:00 pm	PD Training 20+	NO SPECIAL REQUIREMENTS	Pavilion	J. Frew**	Set up/take down No staff present	None	None	None	No Fee
April 2, 2018 6:30 pm – 8:00 pm	Foundation Meeting 15-20	NO SPECIAL REQUIREMENTS	Main House	Foundation Meeting Marylyue Timpson**	Set up/take down No staff present	U shape seating for 7 Audience – 12 chairs	None	None	No Fee
April 4, 2018 6:30 pm- 8:00 pm	Park & Rec Meeting 15-20	NO SPECIAL REQUIREMENTS	Pavilion	Park & Rec S. Bentz**	Set up/ take down No staff present	U Shape seating for 12, Audience- 12	None	None	No Fee
April 4, 2018 8:00am- 4:00 pm	Meeting 30	NO SPECIAL REQUIREMENTS	Main House	K. Garcia 650-299-2434	Set up/Take down Staff present	4 rounds, 30 chairs	Bianchinis	None	\$910.00
April 11, 2018 2:00pm- 9:00pm	Retreat 35	NO SPECIAL REQUIREMENTS	MH/ Pavilion	WellSpring 650-400-4505	Set up/Take down Staff present	TBD	ABC	None	\$1840.00
April 11, 2018 7:00 am – 9:00 am	PD staff meeting 8	NO SPECIAL REQUIREMENTS	Main House	J. Frew**	Set up/ take down No staff present	U shape seating for 8	None	None	No Fee
April 20, 2018 7:30am- 5:00pm	Meeting 50	NO SPECIAL REQUIREMENTS	Pavilion	A. Bruce 650-330-2207	Set up/Take down Staff present	10 round tables, with 8 chairs each	Citaly	None	\$1560.00
April 21, 2018 8:30am- 1:30pm	Party 50	NO SPECIAL REQUIREMENTS	Carriage House	N. Alnassar 650-289-8661	Set up/ take down Staff present	TBD	On Own	None	\$520.00
April 23, 2018 7:00 am – 11:00 am	Dispatch meeting 7	NO SPECIAL REQUIREMENTS	Main House	J. Frew**	Set up/ take down No staff present	U shape seating for 7	None	None	No Fee
April 24,	Town Employee	NO SPECIAL	Pavilion	T. DellaSanta**	Set up/ take down	5 round	TBD	None	No Fee

** member to open and close facility.

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2018 11:00 am – 3:00 pm	Lunch 30+	REQUIREMENTS			No staff present	tables with 8 chairs each			
April 28, 2018 11:00am- 7:00pm	Memorial 150	NO SPECIAL REQUIREMENTS	Pavilion	K. Ferguson 415-405-6673	Set up/ take down Staff present	TBD	ABC	None	\$3250.00
April 29, 2018 1:00pm- 6:00pm	Social event 100	NO SPECIAL REQUIREMENTS	Pavilion	N. Mohr 650-799-3600	Set up/ take down Staff present	TBD	None	None	\$2875.00

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CLASS	FACILITY/DAYS USED
DISCUSSION MEETINGS	CARRIAGE HOUSE/ - SUNDAYS 0900-1000
AYSO	None.
BARI HALPERIN – DOG TRNG	None.
BAY AREA COUNTRY DANCE	April 10 - CH - 8 – 10 pm
ENCORE LACROSSE	None.
FOLK DANCE	April 11, 18, 25 CH 8 – 10 pm
FREDDIE JACKSON – DOG TRNG	April 3, 5, 10, 12, 17, 19, 24, 26 2 – 4 pm NM April 7, 14, 21, 26 10:00 am – 11:00 am - NM
LITTLE LEAGUE	Feb. – June 30 Exclusive rights
MENLO-ATHERTON YOUTH LACROSSE	April 1, 8, 15, 22, 29 3-4 pm
TENNIS	TENNIS COURTS – DATES/TIMES VARY

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