

SEPTEMBER 2018 HP PARK EVENTS/BOOKINGS

DATE/TIME	EVENT/SIZE	PARKING	AREA	EVENT CONTACT	STAFF REQUIREMENTS/ISSUES	SEATING SET-UP	CATERING	MUSIC	FEES
September 1, 2018 4:00pm-12:00am	Social Event 100	NO SPECIAL REQUIREMENTS	Pavilion	M. Castro 510-725-2181	HPP setup/take down Staff present	6 round tables, inside, 5 round tables outside	On Own	DJ	\$3250.00
September 5, 2018 6:30pm-8:00pm	Park & Rec Committee Meeting 15-20 Attendees	NO SPECIAL REQUIREMENTS	Main House	Sally Bentz-Dalton, Town Arborist/Park Manager**	Set up/take down No staff present	U Shape seating for 12, Audience- 12	NONE	NONE	NONE
September 6, 2018 9:00am-4:00pm	Picnic 110	NO SPECIAL REQUIREMENTS	Pavilion	Radford 949-212-2049	HPP setup/take down Staff present	11 round tables outside, buffet inside	ABC	NONE	\$1170.00
September 8, 2018 9:30am-4:30pm	Picnic 125	NO SPECIAL REQUIREMENTS	Carriage House	Too Much fun Club 510-517-0445	HPP setup/take down Staff present	TBD	ABC	NONE	\$1430.00
September 8, 2018 10:15am-3:15pm	Social Event 150	Only 10 car allowed, all other cars at train station	Pavilion	J. Brothers 510-229-7694	HPP setup/take down Staff present	TBD	On Own	NONE	\$1950.00
September 10, 2019 6:30pm-8:00pm	Foundation 15-20	NO SPECIAL REQUIREMENTS	Main House	M. Timpson	Set up/take down No staff present	U-shape for 7, audience for 12	NONE	NONE	NONE
September 11, 2018 4:00pm-9:00pm	Social Event 100	NO SPECIAL REQUIREMENTS	Pavilion	S. Novan 530-754-0578	Caterer setup/take down Staff present	Theater for 50 inside, 5- 48 inch tables & Kiosk outside	J Wells	NONE	\$1170.00
September 12, 2018 8:00am-4:00pm	Meeting 30	NO SPECIAL REQUIREMENTS	Main House	K. Garcia 650-299-2434	HPP setup/take down Staff present	4 rounds w/8 chairs each	Bianchinis	NONE	\$910.00
September 13, 2018 8:00am-9:45pm	Art Show Set up ?	NO SPECIAL REQUIREMENTS	Pavilion	E. Ulman 650-369-8085	MCE set up No Staff present	TBD	NONE	NONE	NONE

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September 14, 2018 8:00am-9:45pm	Art Show ?	NO SPECIAL REQUIREMENTS	Pavilion	E. Ulman 650-369-8085	MCE set up No Staff present	TBD	NONE	NONE	NONE
September 15, 2018 12:00pm-4:00pm	Picnic 70	NO SPECIAL REQUIREMENTS	Carriage House	I. Eskandari 310-435-2831	Setup/take down Staff present	TBD	NONE	NONE	\$520.00
September 19, 2018 2:30pm-10:30pm	Cooking Class 20	NO SPECIAL REQUIREMENTS	Pavilion	Parties That Cook 415-441-3595	Caterer setup/take down Staff present	TBD	Parties that Cook	NONE	\$1170.00
September 21, 2018 7:30am-4:00pm	Social Gathering 150	NO SPECIAL REQUIREMENTS	Pavilion	Absolute Adventures 415-505-5964	Caterer setup/take down Staff present	TBD	Hands on Gourmet	NONE	\$1170.00
September 23, 2018 11:00am-4:00pm	Social Gathering 70	NO SPECIAL REQUIREMENTS	Pavilion	E. Blois 650-388-0910	HPP setup/take down Staff present	12-Long tables inside, 12 round tables outside	Cater 2 Me	NONE	\$1950.00
September 24, 2018 8:30am-4:30pm	Meeting 20	NO SPECIAL REQUIREMENTS	Main House	B. Bova 714-345-7773	HPP setup/take down Staff present	TBD	Bianchinis	NONE	\$910.00
September 25, 2018 7:00am-3:00pm	Meeting 15	NO SPECIAL REQUIREMENTS	Main House	J Frew EXT.503	HPP set up No Staff present	U shape for 15	NONE	NONE	NONE
September 26, 2018 8:00am-1:00pm	Meeting 25-30	NO SPECIAL REQUIREMENTS	Main House	S. Williams 650-796-2110	HPP setup/take down Staff present	5 round tables inside& long tables in rooms, porch	On Own	NONE	\$520.00
September 27, 2018 7:00am-3:00pm	Meeting 15	NO SPECIAL REQUIREMENTS	Main House	J Frew EXT.503	HPP set up No Staff present	U shape for 15	NONE	NONE	NONE
September 27, 2018	Set Up	NO SPECIAL REQUIREMENTS	North Meadow	S. Alexander 650-268-8555	Caterer set up Staff present	TBD	NONE	NONE	\$920.00

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8:00am-4:00pm									
September 28 th , 2018 8:00am-10:30pm	Social Gathering 200	Valet	North Meadow	S. Alexander 650-268-8555	Caterer set up Staff present	TBD	Barbara Llewellyn	NONE	\$1265.00
September 29 th , 2018 11:00am-3:00pm	Social Gathering 100	NO SPECIAL REQUIREMENTS	North Meadow	V. Knoss 415-948-8584	Caterer set up Staff present	TBD	Steamin Burgers	NONE	\$520.00
September 29 th , 2018 4:00pm-12:00am	Social Gathering 140	NO SPECIAL REQUIREMENTS	Pavilion	E. Hopkins 650-245-1811	Caterer set up Staff present	TBD	Stella's Cuisine	NONE	\$3250.00

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<u>CLASS</u>	<u>FACILITY/DAYS USED</u>
DISCUSSION MEETINGS	Every Sunday September 2,9,16,23 &30 CH 8 – 10 am
AYSO	September 3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 17, 18, 19, 20, 21,24, 25, 26, 27, 28,
BAY AREA COUNTRY DANCE	(2 nd Tuesday of Each Month) September 11 CH 8 – 10 pm
FOLK DANCE (Wednesdays evenings)	Wednesdays September 19 & 26 CH 8 – 10 pm
FREDDIE JACKSON – DOG TRNG	Tuesdays & Thursdays September 4, 6, 11, 13,18,20,25,27 North Meadow(or Carriage House) 2 – 4 pm
MENLO-ATHERTON LITTLE LEAGUE	Field use
MENLO PARK LEGENDS	Field Use 4:00pm – 6:30 pm September 5
MENLO-ATHERTON YOUTH LACROSSE	To be determined
TENNIS	TENNIS COURTS – DATES/TIMES VARY

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