



**North Miami Parks and Recreation**  
**Joe Celestin Center Rental Information**

1525 NW 135 Street, North Miami, FL 33167 305-953-3080

Rentals are taken at the Parks & Recreation Office  
 12300 NE 8 Ave. / North Miami / 305-895-9840  
 Monday - Friday / 8:00 am - 5:00 pm

**FACILITY USAGE FEES**

<b><u>Multipurpose Room</u></b> (Hourly /2 hr minimum)	<b><u>Deposit</u></b>	
Monday – Thursday	\$60.00	\$200.00
Friday – Sunday	\$80.00	\$200.00

<b><u>Gymnasium – Banquet</u></b> (8 hr time block, Concession Included)		
<b>Friday – Sunday</b>	\$1400.00	\$500.00
Additional Hour	\$150.00	

<b><u>Gymnasium - Athletics</u></b> (Concession Included w/ full gym rental)		
<b>Monday – Saturday</b>		
Full Gym / Hourly	\$100.00	\$500.00
Half Gym / Hourly	\$60.00	\$500.00

<b><u>Kitchen – Not Included with rooms below</u></b>	<b><u>Deposit</u></b>	
Per Hour	\$25.00	\$200.00

<b><u>Conference Room</u></b> (Available for Business Meetings Only)		
Hourly /2 hr. minimum	\$30.00	\$200.00

<b><u>Computer Lab</u></b> (Available for Business Meetings Only)		
Hourly /2 hr. minimum	\$80.00	\$200.00

<b><u>Game Room</u></b>		
Hourly /2 hr. minimum	\$50.00	\$200.00

<b><u>Corridor</u></b>		
Hourly /2 hr. minimum	\$40.00	\$200.00

<b><u>Patio</u></b>		
Hourly /2 hr. minimum	\$40.00	\$200.00

<b><u>Multipurpose Room – available from 2:00 pm - 11:00 pm</u></b>	
<b><u>Capacity</u></b>	<b><u>Equipment:</u></b>
70 people – tables and chairs	15 - 6' rectangle tables

<b><u>Gymnasium Banquet – available from 2:00 pm - 2:00 am</u></b>	
<b><u>Capacity</u></b>	<b><u>Equipment:</u></b>
250 people – tables and chairs	Tables: 32 - 60" round / seat 8
300 people – chairs only	20 - 6' rectangle / seat 6
	10 - 30" Cocktail tables

- Your paid hours include Set Up, Event and Clean Up time  
Failure to observe rental times will result in forfeit of deposit.
- **All Rentals Past 11:00 pm require you to hire two (2) North Miami Police Officers. (Total \$180.00) Center Closes at 2:00 am**
- Deposit is required at contract signing and is **not refunded** if rental is cancelled by Lessee.
- Full balance due 30 days prior to your rental date.
- Payments may only be made by Money Order, Cashiers Check or Personal Check. Personal Checks will not be accepted within 45 days of event date. (Drivers license required for Personal Checks)
- Rentals less than 15 days are subject to staff availability and must be paid in full by money order or cashiers check.
- Permits are non-transferable and good only on date specified.

**Note:** Equipment and quantities subject to change.  
 We **do not supply** ice, paper goods, tableware, decorations, tape, scissors, chair covers, podium, microphone etc.

**Rules & Regulations**

1. Staff is present during your rental according to your contract **beginning and ending times**. You or your designated person need to review the Rental Checklist with staff and sign at the **beginning** and the **end** of your event in order for your deposit to be returned. Any damages will be noted and deducted from the deposit. **You are responsible for set up, breakdown and decorating for your event.** There will be additional charges if you do not adhere to the **exit time**.
  2. The building is equipped with central air conditioning and a kitchen. (*sink, warming oven and Refrigerator*). The oven does not have stove tops and are intended for warming foods only.
  3. **Alcohol** is permitted, however it **cannot be sold** without a state liquor permit. A copy must be provided to the City.
  4. Music, DJ's and public address systems are allowed and must comply with City codes regarding noise levels in public places.
  5. **NOT PERMITTED anywhere in the building.**
    - Smoking - pursuant to state and local regulations.
    - Candles - for decorative use or any other purpose.
    - Fog or smoke machines of any type.
    - Animal acts, amusement rides, trains, bounce houses etc.
    - Staples, thumbtacks, nails or 2-sided tape anywhere in the building, or on equipment. (*Includes tables and chairs*)
    - **Strippers, Erotic Dancers, Lewd or Lascivious Behavior.**
- NOT PERMITTED in the Gymnasium.**
- Balloons – for any reason - NO EXCEPTIONS!
  - Decorations on Bleachers.
  - Decoration on wall posts.
  - All glass (windows and doors) must be cleaned of all decorations, tape etc.
6. **Your deposit will be refunded providing**
    - The center and grounds are left in the condition they were found, nothing is damaged and all rental rules observed.
    - The center, grounds and parking lot are cleaned and you exit by the end time on your contract.
    - All your decorations, tape and supplies are removed from inside the building, the outside grounds and parking lot.
    - All food and garbage associated with your rental are removed from kitchen and hall, bagged and placed in trash receptacles.
    - If any of these regulations are found to be in non-compliance, security deposit will be forfeited. (*No Exceptions*)
  7. *Providing all regulations were observed your deposit will be mailed to you by check 3 - 4 weeks after your date of rental.*
  8. The Permittee shall be called upon to reimburse the City of North Miami for any damage to buildings, equipment, grounds or property that **exceeds amount of deposit.**

*If you should have any problems **on the day of your** rental please call Annalisa Walker, Recreation Supervisor, at 954-701-0329 or Ernie Ramos, Recreation Superintendent, at 305-467-3553.*

*Thank you for your interest in North Miami's Facilities.  
 We hope your event is a success!*