



North Miami Parks and Recreation
Joe Celestin Center Rental Information
1525 NW 135 Street, North Miami, FL 33167 305-895-9849

Rentals are taken at the Parks & Recreation Office
1600 NE 126 St / North Miami / 305-895-9840
Monday - Friday / 8:00 am - 5:00 pm

FACILITY USAGE FEES

Multipurpose Room (Hourly / 4 hr minimum) Cleaning Deposit

Monday – Thursday	\$90.00	\$200.00
Friday – Sunday	\$110.00	\$200.00

**Full rental fee is due when contract is signed*

Gymnasium – Banquet (8 hr time block, Concession Included)

Friday – Sunday	\$1440.00	\$500.00
Additional Hour	\$150.00	

**Full payment is due when contract is signed*

Gymnasium – Athletics (Concession Included w/ full gym rental)

Monday – Saturday

Full Gym / Hourly	\$130.00	\$500.00
Half Gym / Hourly	\$90.00	\$500.00

**Full payment is due when contract is signed*

Kitchen – Not Included with rooms below Cleaning Deposit

Per Hour	\$50.00	\$200.00
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Computer Lab (Available for Business Meetings Only)

Hourly / 2 hr. minimum	\$110.00	\$200.00
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Game Room

Hourly / 4 hr. minimum	\$80.00	\$200.00
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Corridor

Hourly / 4 hr. minimum	\$70.00	\$200.00
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Patio

Hourly / 4 hr. minimum	\$70.00	\$200.00
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Multipurpose Room – available from 2:00 pm - 11:00 pm

Capacity	Equipment:
70 people – tables and chairs	15 - 6' rectangle tables

Gymnasium Banquet – available from 2:00 pm - 11:00 pm

Capacity	Equipment:
250 people – tables and chairs	Tables: 32 - 60" round / seat 8
300 people – chairs only	20 - 6' rectangle / seat 6

- When renting the Multipurpose Room full rental fee, including cleaning deposit and insurance, is due at the time contract is signed.
- When renting the Gymnasium for Athletics or Banquet, cleaning deposit and insurance only is due at the time the contract is signed.
- Full balance due when contract is signed.
- Cleaning deposit is **not refunded** if rental is cancelled by Lessee.
- Insurance Fee for Gymnasium **\$155.00 non-refundable**.
- Insurance Fee for other Rooms/Areas **\$100.00 non-refundable**.
- Your paid hours include Set Up, Event and Clean Up time. Failure to observe rental times will result in forfeit of cleaning deposit.
- Payments may only be made by Money Order, Cashier's Check or Cash.
- Rentals within less than 15 days are subject to staff availability and must be paid in full by cash, money order, or cashier's 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.** Your cleaning deposit will be forfeited 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 stovetops and are intended for warming food 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 cleaning 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, cleaning deposit will be forfeited. (No Exceptions)
7. *Providing all regulations were observed you will be notified by phone 6-8 weeks after your date of rental to pick up the Refund Check.*
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 cleaning deposit**.

If you should have any problems on the day of your rental please call Ernie Ramos, Recreation Supervisor, 305-467-3553

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