



## WATERFRONT PARK & BELVEDERE TYPES OF PERMITS & FEE SCHEDULE

Waterfront Park and Belvedere Rental Rates are based upon the attendance expected at your event. Please review the following descriptions to determine the fee structure for the type of event you are interested in hosting at the park.

### **User Fees & Security Deposits:**

The user fees and security deposits listed are based upon common events held at the park. If your event goes outside the normal scope of activity because of extensive infrastructure or other reasons, WDC reserves the right to augment fees and deposits. After reviewing your application materials we will advise if the final rental rate will be augmented.

### **Reservation down payments:**

We require a 50% down-payment on your user fee (reservation down-payment) to be included with your application. User fees are outlined below. Reservations are not confirmed without a completed application and down payment.

### **Due dates:**

Applications and deposit deadlines are based upon the attendance expected at your event. Please review the following descriptions

### **Small Group Events**

Apply for this permit if your event is a group gathering such as a family picnic, wedding, small exposition or other special event with **more than 50 and less than 500** people in attendance. OR, apply for this event if your group is less than 50 but you are bringing event support gear or materials that cannot be carried from the parking lot &/or support equipment that needs to be supervised by the Louisville Waterfront Development Corporation. Please also note that Waterfront Development Corporation cannot physically reserve space for a function, but can hold a space on the calendar of events.

### **Due 30 days in advance:**

#### **Between 50 & 249 attendees:**

- \$200 non-refundable fee per day
- \$300 refundable security deposit

#### **Between 250 & 499 attendees:**

- \$400 non-refundable fee per day
- \$600 refundable security deposit

(continued)

## **Major Events**

Apply for this permit if your event is a festival, concert, fund-raiser, corporate promotion or other special event with **anticipated attendance greater than 500**. There are two levels of this permit. Please find the level which best characterizes your event.

### **Level 1, Major Event:**

Apply for a level 1 permit if your event is expected to attract between **500-4999** people.

#### **Due 60 days before the event:**

- Completed Louisville Metro Government. & Waterfront Applications
- 50% down payment on the user fee

#### **Due 30 days before the event:**

- \$1100 per day user fee
- Required certificate(s) of insurance \*
- \$1375 refundable security deposit

### **Level 2, Major Event:**

Apply for this permit if your event is expected to attract **more than 5000** people. **User fee and damage deposit for a Level 2 Major Event are determined by staff based upon the specifics of your event.**

#### **Due 90 days before the event:**

- Completed Louisville Metro Government. & Waterfront Applications
- 50% down payment on user fee

#### **Due 60 days before the event:**

- Balance of user fee
- Required certificate(s) of insurance\*

#### **Due 30 days before the event:**

- Refundable security deposit (determined by staff based upon event setup)

## **Commercial Media Permits**

Apply for this permit if you are interested in photographing or filming in Waterfront Park or the Belvedere for commercial purposes.

#### **Due 7 days before the shoot or broadcast:**

- Completed Waterfront Application
- \$200 refundable security deposit
- Certificate of insurance\*

\*A large-scale production may require supplemental deposits and permits.

## **Commercial Docking (Waterfront Park only)**

- \$165/day per boat per day user fee

## **Stage Rental (Waterfront Park only)**

**Cost includes set-up and tear down labor, top not included**

- \$440, dimensions = 20' x40'. 4' elevation

## **Electrical Charges (Waterfront Park only)**

- Use of Electrical Distribution Trailer - \$250 (required to access power on Northwest Great Lawn and Brown-Forman Amphitheater)
- High Mast Lights - \$250 per night for overnight illumination
- Use of power on Harbor Lawn - \$100 per day
- Use of power in Festival Plaza, Brown-Forman Amphitheater (2 outlets or less) - \$125 per day
- Use of outlets in Festival Plaza, Brown-Forman Amphitheater or Amphitheater Lawn (3 outlets or more) - \$150 per day
- Use of hard wired power on Great Lawn, Overlook, Brown Forman Amphitheater, Wharf or pavers underneath 64 on Great Lawn – 200 amps or less – \$200 per day\*\*

**Louisville Waterfront Development Corporation**

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- Use of hard wired power on Great Lawn, Wharf, Brown Forman Amphitheater – 400 amps or more - \$275 per day
  - Use of power on Great Lawn Pavers - \$125 per day\*\*
- \*\*A licensed electrician mutually agreed upon by both parties will be required at the Licensee's expense.

**Festival Plaza Restrooms (Waterfront Park only)**

- \$140 per day cleaning fee for eight restrooms.

**Please note:**

- If your event does not meet any of the above specifications, WDC will be happy to advise you of appropriate guidelines and fee schedules.
- Fees for non-profit organizations will be half of the standard user fee.
- Security deposits may not be discounted.
- WDC reserves the right to augment fees on a case by case basis.
- Refunds will be given at the sole discretion of Waterfront Development Corporation.
- There are seasonal flooding possibilities, which could affect your special event. WDC will do everything possible to accommodate your special event in the case of park flooding.
- WDC cannot provide special parking privileges in any of the surrounding pay lots. WDC may assist you in obtaining a Validation Program with the neighboring pay lots at your request. Permit Holder is solely responsible for obtaining all other necessary permits as relates to alcohol sales, food sales, street closings, EMS major event permits, or other permits. For more information, please contact the Office of Inspections, Permits and Licenses 810 Barrett Avenue Suite 134 Louisville Kentucky phone: 574-2985 fax: (502) 574-5245 or [www.louisvilleky.gov/ipl/](http://www.louisvilleky.gov/ipl/).
- Waterfront Development Corporation does NOT provide amenities such as, sound & lighting systems, tables, chairs OR other support materials & services unless otherwise indicated.
- Reservation down payments are necessary to ensure date reservation. User fees & security deposits have been established to cover administrative & operational costs & to ensure adequate clean up of the park after each event.
- WDC reserves the right to amend any portion of these guidelines if deemed appropriate by WDC. This includes and is not limited to, suggestion of alternate park locations upon opportunity of a greater or better use of the facility with consideration of the public benefit, rescheduling an event, restricting some activity with consideration of inclement weather, & suggestion of alternate dates with consideration of conflicting programmed activity within the park.