THE CLEARING
SAUK RAPIDS, MN

RIVERSIDE TERRACE

RENTAL INFORMATION

CITY OF Sauk Rapids MINNESOTA

THE CLEARING

The Clearing is nestled along the beautiful Mississippi River in Sauk Rapids, Minnesota. This brand-new venue includes the existing Southside Park and Lion's Park, along with a large event center, small rental room, interactive water feature, outdoor amphitheater, and a gorgeous riverside view for all to enjoy.

WELCOME TO THE
RIVERSIDE TERRACE

A beautiful and unique facility featuring large glass windows overlooking 1851 Square, the Mississippi River, and Southside Park. The Riverside Terrace is very warm and inviting and can accommodate up to 214 guests.

WEDDINGS — CORPORATE EVENTS — CELEBRATIONS

RENTAL FEES

	Resident	Non-Resident
Mondays–Thursdays 8:00 am-10:00pm	$485.44	$701.19
Fridays 8:00 am-12:00am	$1,294.50	$1,726
Saturdays 10:00am-12:00am	$1,618.13	$2,157.50
Sundays 10:00am-10:00pm	$1,294.50	$1,726

All applicable taxes are included in the prices above. All prices refer to the entire day of the times above.
*Must live in the City of Sauk Rapids or be a city employee.

RENTAL DETAILS

A security deposit in the amount of $400 is required at the to be paid at the time when keys are picked up. Items may not be set-up before the rental time frame. Early vendors may be refused.

At the time of reservation, payment is due in full. Payment must be made by cash or check at the time of the reservation. Once a security deposit is received, a key code will be issued to access the building for rental timeframe. If you have questions, call Ashley (320) 258-5316 or Pete (320) 258-5319)

RENTAL INCLUDES:

- Tables and chairs to seat a maximum of 150 people (20- 60" round tables)
- Additional tables available for indoor use for set up (buffet and high top)
- Sound system with built-in speakers, microphones, Wi-Fi available
- 2 projection screens with projectors
- Outdoor ceremony site options and patio
- Outdoor fireplace
- Picnic tables on patio
- Brides room for dressing and/or storage
- Ample restrooms
- High chairs & booster seats
- Coat rack

KITCHEN AMENITIES

- Refrigerator and freezer
- 3-compartment sink
- Stainless streel prep and counter space
- Caterers entrance & separate loading entrance
- Water & electricity

DECORATION GUIDE

All decorations and takedown must be done within your rental time period (this includes all personal items). No taping, stapling, nailing, or pinning is allowed inside or outside. We reserve the right to withhold a portion of your facility deposit or charge additional maintenance fees if decorating guidelines are not followed or if excessive cleanup is required.

INDOOR:

Tables & Chairs: All tabletop decorations must be freestanding. Candles are permitted. If candles are used, they must be in a container in which the sides are higher than the wick to prevent wax dripping on the tabletop. You may tie decorations to chairs. Indoor tables or chairs may not be moved outside.

Walls & Windows: You may use 3M Command Strips or poster tack that does not leave a residue on the walls and windows.

Extension Cords: We do not provide extension cords; you must supply your own.

Ladder: You will need to provide your own ladder, if needed.

Glitter & Confetti: Glitter confetti, rice, birdseed, streamers, flower petals, glitter or poppers may not be used in building or on park grounds. Bubbles are allowed outdoors only.

OUTDOOR:

Railing: You may tie decorations onto the railing at the beginning of the walkway from the parking lot to Riverside Terrace and on the railing in the patio area. Lights are allowed; however, you need to provide your own extension cord.

Glitter & Confetti: Glitter confetti, rice, birdseed, streamers, flower petals, glitter or poppers may not be used on park grounds. Bubbles are allowed outdoors only.

Balloons: Balloons are allowed; however, all fragments that are on the ground must be picked up. Balloon fragments are dangerous to wildlife. Balloons may not be released in the park.

Outside Flames: Tiki torches, fireworks (including sparklers), portable fire pits, or Chinese lanterns are not allowed on park grounds. Battery operated luminaries only are allowed.

Canopies: Canopies are not allowed.

Outdoor Picnic Tables: A limited number of outdoor picnic tables will be set up on the patio. These tables are for patio use only and may not be moved from the area.

Signs & Banners: Temporary signs on independent laths or freestanding signs may be located within the park. Banners or signs may not be tied, taped, or otherwise affixed to or across trees, signs, or other post-type structures. All signs and banners must be set up and removed within the rental time frame.

AREA DETAILS

Cleanup: Cleanup is to be completed by a combination of your group and possibly the caterers if you choose. You are responsible to remove everything that was brought into the building prior to your rental period ending. Specific cleanup guidelines can be received from Public Works staff.

Photography: Photography is allowed in the public spaces in the park during your rental period. Your reservation does not provide any exclusive use of the park other than the rental space. Please do not drive on any of the trails.

Music/Amplification: Live bands and DJs are allowed inside the building only; however, music sound levels must not be a nuisance to other park users or neighboring residential properties.

Pets in the Park: Designated trails are provided for walking with pets. Pets must be attended to at all times and on a maximum of a 6-foot non-retractable leash. No pets are allowed inside of park buildings.

Closing: Building must be swept with a broom, vacuumed, and garbage put in containers outside. Building and restrooms must be secured and locked before leaving.

> "You can't beat the gorgeous view of the river for one, and the building itself is both beautiful and functional."
>
> —Carrie K., St. Cloud Chamber Leadership Reunion Planning Committee

ALCOHOL POLICY

Absolutely no sale of intoxicating beverages is permitted unless provided by a licensed Caterer. The Renter will be subject to ejection and prosecution for the underage consumption of alcoholic beverages whether it is occurring with or without the Renter's knowledge. The Renter is allowed to supply beer and wine/champagne, but all spirts and kegs shall be provided by a licensed Caterer.

CATERERING

Food may be brought in from anywhere. The City does not restrict caterers, but the individual renting the facility is responsible for ensuring that the kitchen space is cleaned. All food trucks must comply with City regulations and permits.

CANCELLATION POLICY

Cancellations made more than 180 days from the reservation date are 100% refundable.

Cancellations made between 90-180 days from the reservation date are 50% refundable.

Cancellations made less than 90 days from the reservation date are non-refundable.

No refunds are given due to weather conditions unless the park or facility is officially closed due to severe, life-threatening weather. All refunds subject to withholding of fees incurred by the City.