

World's Fair Pavilion Inspection

(Please Print)

Caterer: _____ Representative: _____

Date: _____ Time: _____

Inspection Performed By: _____

Kitchen Area:

- Trash bagged and removed from Pavilion? Yes No
- Sinks cleaned of food and/or debris and wiped clean? Yes No
- Kitchen drains free of clogs? Yes No
- Counter areas wiped clean in kitchen? Yes No
- Kitchen floor swept clean and spills mopped? Yes No
- All equipment and/or supplies brought in removed from kitchen? Yes No

Hall Area:

- Has floor of Pavilion been spot swept and spills mopped up?
(Free of broken glass, food particles and cigarette butts) Yes No
- Garden areas free of litter/debris? Yes No
- Garden areas not trampled or damaged? Yes No
- All equipment brought in by Caterer removed at the end of evening? Yes No
- All decorations removed and Pavilion unharmed? Yes No

Restrooms:

- Women's restroom area clean and free of litter/debris on floors? Yes No
- Men's restroom area clean and free of litter/debris on floors? Yes No
- Restroom areas cleaned and restocked? Yes No
- Commodes flushed and cleaned? Yes No

Damage:

- If tenting was used, were grounds damaged? Yes No
- Any damage to Pavilion equipment or fixtures? Yes No
- Did caterer leave before the building was secure? Yes No
- Was tenting put up and taken down within the rental period? Yes No
- Any vandalism or graffiti evident after event? Yes No

List of damage:

Caterer's Comments:



FOREST PARK - WORLD'S FAIR PAVILION

Sitting high atop Government Hill, the World's Fair Pavilion commands a dramatic view of Forest Park. This magnificent open air shelter has been one of the park's most popular and impressive attractions since it was built in 1909 with proceeds left over from the 1904 World's Fair. Special thanks are due to Forest Park Forever for their 1.1 million dollar renovation of the building in the summer of 1998.

The World's Fair Pavilion provides a picturesque setting for company picnics, private receptions, benefits, special events or parties. The covered floor area of the open air pavilion can easily seat approximately 500 people. Larger crowds can be accommodated if the accompanying park grounds are used.

Newly installed accessible restroom facilities for men and women are located on the west end of the pavilion. A RockHouse restroom is also available and is located across the parking lot from the pavilion. Health Department guidelines must be followed for groups larger than 500 and additional restrooms must be rented from a private company.

The floor space underneath the pavilion is 109' x 51'. The east end of the pavilion has been reopened and provides additional covered floor space which can be used for additional seating or as a serving area. Each patio area on the north and south side of the pavilion measures 182' x 29'.

Rental Information

Saturday - Day Time: 9:00 AM-3:00 PM (Wedding Ceremony Only)	\$1,000.00
Saturday - Evening Time: 4:00 PM-12:00 AM (Catered Events Only)	\$1,750.00
Friday and Sunday	\$1,000.00
Monday -Thursday	\$875.00

All food, beverages, and alcohol served or sold at events at the World's Fair Pavilion must be provided by one of the caterers on the attached list. They are the only caterers authorized to provide food service at the Pavilion.

Food service is available through the following caterers. They are the only caterers authorized to serve food and beverages (including alcoholic beverages) at the World's Fair Pavilion. You contract directly with the caterer of your choice from the following list.

Catering St. Louis
 829 Hanley Industrial Court
 St. Louis, MO 63144
 Phone: (314) 961-7588
 Fax (314) 961-8423
www.cateringstlouis.com

Bryan Young Catering Plus
 7118 Oakland
 St. Louis, MO 63117
 Phone: (314) 781-0243
 Fax (314) 781-0453
www.cateringplustlouis.com

Westwood Catering
 190 N. Sappington Road
 St. Louis, MO 63122
 Phone: (314) 945-7428
 Fax: (314) 965-8066
www.westwoodcateringstl.com

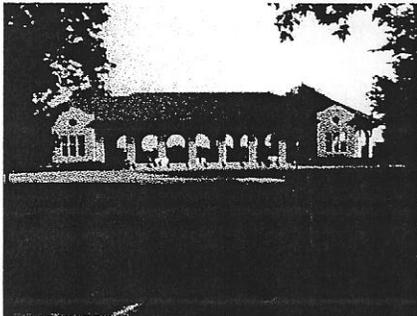
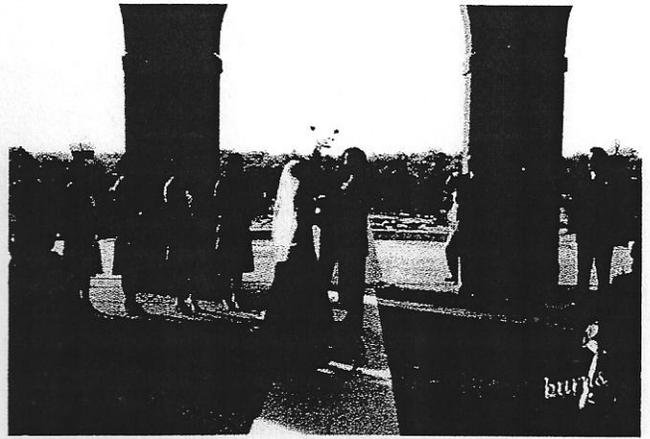
LaChef & Co.
 7169 Manchester
 St. Louis, MO 63143
 Phone: (314) 647-5350
 Fax (314) 647-0456
www.lachef.com

The Pasta House Co.
 1143 Macklind Avenue
 St. Louis, MO 63110
 Phone: (314) 535-6644
 Fax (314) 531-2499
www.thepasthouse.com

Reservations can be made by calling 289-5344. The rental fee is **non-refundable** and **dates reserved cannot be changed** once paperwork is mailed out. There will be a \$10.00 charge for paperwork that is lost and has to be re-issued. The only equipment included in the rental fee is fifteen trash receptacles.

Banquet tables, chairs, podiums, electrical cords, or other equipment needed for the event must be supplied through a private source. Picnic tables and additional trash receptacles are available, however, a \$11.50 and \$7.50 delivery fee per table or trash receptacle will be charged. All equipment must be removed from the pavilion immediately following the event.

A security deposit in the amount of \$500.00 will be required. This check will be deposited and held to insure that all conditions of the permit are followed. It will be forfeited in the event of damage to park property, missing or damaged park equipment, and failure to leave the park in a clean condition. The permittee will be billed for any damage and/or excessive cleanup required not covered by the security deposit.



Rental of the World's Fair Pavilion will require an inspection prior to the event and after the event. The permittee will be required to be present for both inspections. The beginning and ending time on the permit will be the inspection and building opening time. Before deciding on the beginning time, please contact your caterer, equipment rental company, vendors, decorators, etc., to see what time access is needed for them to complete their work. Whatever time they need access is the time you or your representative must be present for the walk through inspection. Once the building is open, the permittee is responsible for the entire facility until it is resecured.

An insurance policy of property damage in the amount of \$50,000 and liability insurance in the amount of \$100,000 for injury to one person and not less than \$300,000 to two or more persons in each accident is required. The certificate of insurance must be an original copy and must include the following statement:

"The City of St. Louis and its employees and agents are additional insureds, and also the Board of Police Commissioners for the City of St. Louis and its employees and agents acting within the scope and course of their employment are additional insureds. All parties acting under this permit are additional insureds."

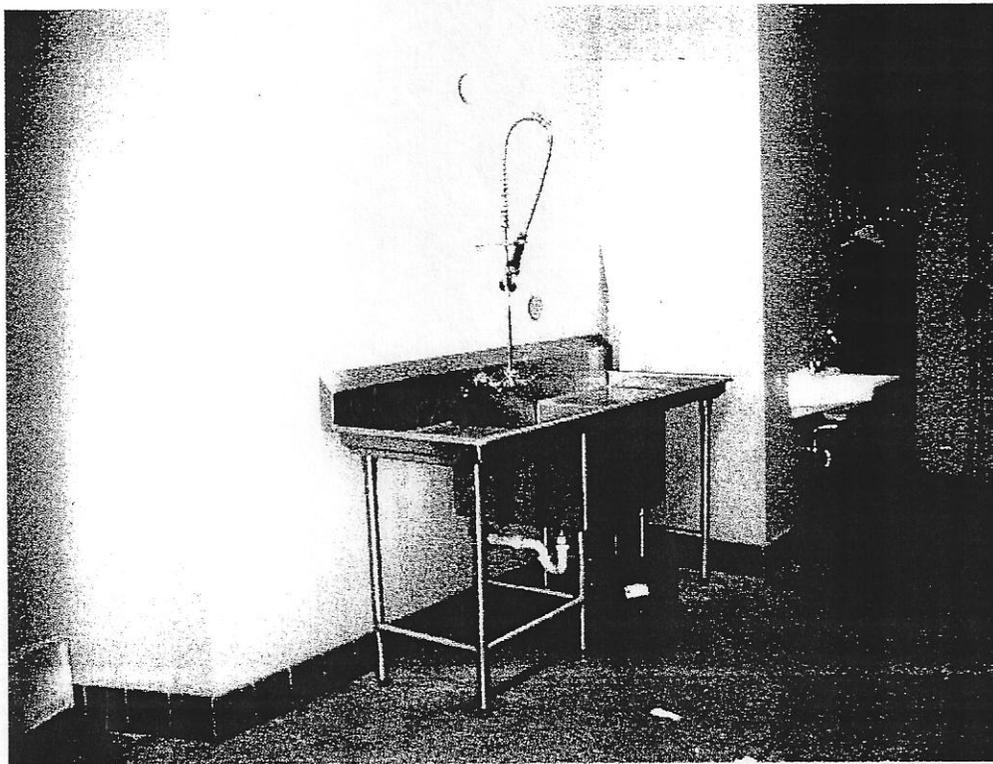
The insurance certificate is obtained from a private insurance company. It insures yourself and the City of St. Louis in the event that someone would get hurt and sues.

Amplified sound is permitted after 7:30 p.m. during the Muni Opera's season for wedding ceremonies and private receptions, provided that the sound is kept to a reasonable level and does not carry to the Opera. Amplified sound is not permitted after 7:30 p.m. for special events during the Muni Opera Season. Music and/or other amplified sound should be kept at reasonable levels so that the sound does not carry to other areas of the park.

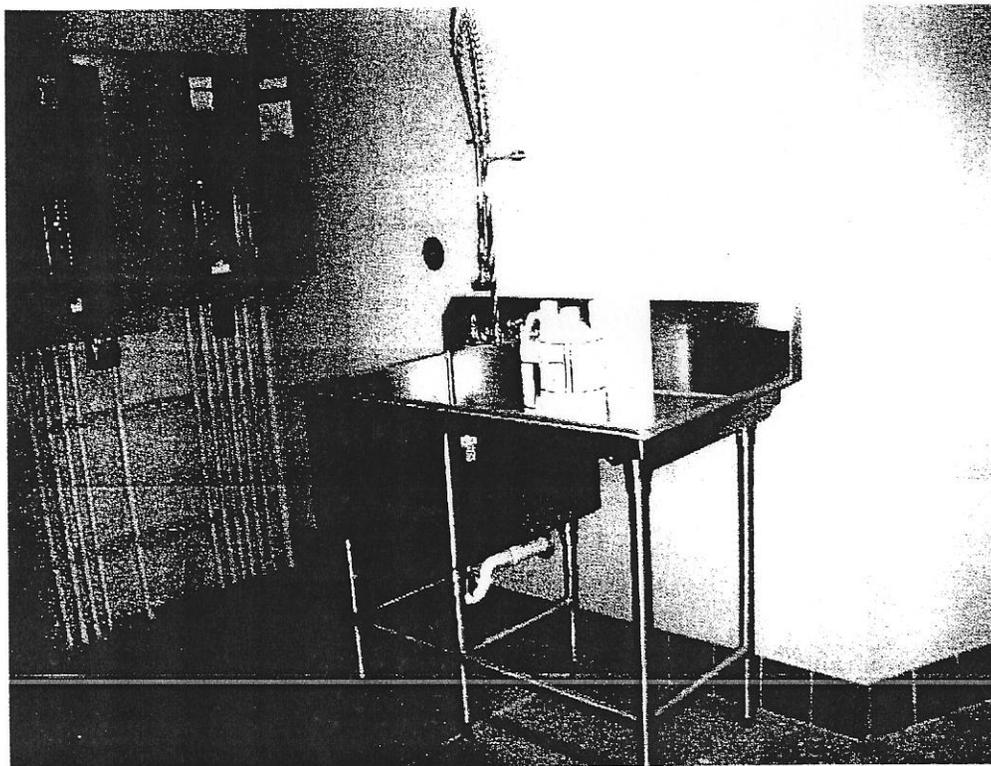
The caterer must make arrangements to pick up any trash, litter or debris generated during the course of the event from the park grounds. All trash is to be **bagged and removed** from the park immediately following the event. The pavilion should be left in the same condition it was found prior to your event. It is strongly recommended that a cleaning service be hired for any special cleanup prior to and after the event if needed. All trash must be removed from the park.

To check availability of the Pavilion, please call 289-5344 between 9:00 a.m. and 4:00 p.m.





World's Fair Pavilion Catering Preparation Room



World's Fair Pavilion Catering Preparation Room

The World's Fair Pavilion in Forest Park

