

# Bayfront Festival Park 2023 Rent & Fee Schedule



Bayfront Festival Park can be reserved for special events. Rentals encompass three different areas of the park.

## Bayfront Family Center

*Building at front entrance of the park. Includes only this building, no other park properties.*

### Rent, Deposit & Fees

- Rent – \$400 per day
- Damage/clean up deposit – \$200 per event
- Alcohol consumption and/or sales require a permit from the City of Duluth. See alcohol permit section on next page.

## Bayfront Park Plaza Including Family Center

*Area consists of the Railroad Street side of the park up to the end of the wide brick walkway (before the grassy area in front of the music pavilion and stage). This includes the paved vendor area and the Family Center at the front entrance of the park.*

### Rent, Deposit & Fees

- Rent – \$1,000 per day
- Damage/clean up deposit – \$200 per event
- Alcohol consumption and/or sales require a permit from the City of Duluth. See alcohol permit section on next page.

## Bayfront Festival Park

*Rental includes the entire Bayfront Festival Park grounds, the Family Center Building and Bayfront Park Plaza.*

### Rent, Deposit & Fees

- Rent – \$1,500 per day
- Damage/clean up deposit – \$2,500 per event
- Alcohol consumption and/or sales require a permit from the City of Duluth. See alcohol permit section on next page.
- Stage rental – \$575 per day
- Portable electrical panel – \$790 replacement fee\*
- Water spigot deposit – \$160 replacement fee\*
- Bayfront Park keys – \$100 replacement fee\*  
*\*Applies to items not returned or broken*

## Deposits

Deposits will be processed upon receipt and a credit issued following the event after inspection by managers of the park. Deductions will be made from the deposit for damaged or unreturned items, clean-up of park and/or park buildings, garbage removal and vendor fee if applicable.

## Insurance Requirements

The City of Duluth and DECC require all organizations using city property to obtain event insurance for the time city property is occupied. Prior to the permit being issued, the following must be provided.

- The minimum amount of a commercial general liability policy shall be \$1,500,000 each occurrence (as per State legislature requirement).
- A "Certificate of Insurance" listing the City of Duluth, Duluth Entertainment Convention Center, DEDA and Great Lakes Aquarium as additional insured must be obtained and a copy mailed to: DECC, Event Planning, 350 Harbor Drive, Duluth, MN 55802-2698 or by email at [bayfront@decc.org](mailto:bayfront@decc.org).



## Alcohol Permit

Alcohol is prohibited in city parks unless you have secured an alcohol consumption permit. Alcohol permits must be obtained from the City Clerk's Office. Security may be required. All city policies and state laws will apply.

- Contact Duluth City Clerk's Office – ph. 218.730.5500
- Copy of caterers license provided to DECC for any alcohol sales or distribution
- Security plan between permittee and Duluth Police Department when alcohol is being served
- Duluth Police Department contact – Sgt. Dan Boese, [dboese@duluthmn.gov](mailto:dboese@duluthmn.gov) ph. 218-.730.5591  
Dawn Cole, Police Executive Assistant, [dcole@duluthmn.gov](mailto:dcole@duluthmn.gov)

## Event Parking

- Bayfront parking lots are operated separately from Bayfront Festival Park.
- Parking lots are not included with any park rentals.
- Daily parking rate of \$5 - \$15 per vehicle may be charged at these lots during your event.
- Additional parking is available adjacent to Bayfront Park at the Duluth Entertainment Convention Center (DECC).
- Daily parking and RV parking is available at the DECC.

## Additional Arrangements Made By Renter

- Garbage/recycling service, containers and clean-up plan in place
- Portable toilet rental appropriate for size of group
- Tent plan approved by DECC prior to event
- Gopher State One Call arrangements made at least two weeks prior to event – ph. 800.252.1166
- Vendor layout plan to DECC prior to event