



P.O. Box 802, Chesterton, IN 46304
(219) 926-1842 www.coffeecreekwc.org

Chesterton Amphitheater

2401 Village Point Road, Chesterton, IN 46304
2019 Rental Information

Reservation time and Rental Fees:

9:00 a.m. – 11:00 a.m.	\$200
11:00 a.m. – 1:00 p.m.	\$200
1:00 p.m. – 3:00 p.m.	\$200
3:00 p.m. – 5:00 p.m.	\$200
5:00 p.m. – 7:00 p.m.	\$200
Reservations must be made in advance and fees are non-refundable	

**\$45 charge for any NSF checks*

3 Items are needed to secure your rental. We cannot confirm your rental until all 3 items are received.

***Signed Contract**

***Rental Fee** of \$200 (non-refundable)

***Certificate of Insurance** (This can be obtained through your personal insurance agency, it is a one day Certificate of Liability listing Coffee Creek Watershed Conservancy as additional insured)

General Guidelines:

- Alcohol is prohibited at the Chesterton Amphitheater.
- The bridal party has 2 hours for set-up, ceremony, pictures, and clean up.
- Tacks, nails, screws and stakes are prohibited.
- Vehicles are not allowed on brick pavers.
- Tents are prohibited in or around the Chesterton Amphitheater.
- Birdseed and bubbles are allowed. Rice can be hazardous to birds and is prohibited. No artificial flower petals are permitted.
- Non-amplified music is allowed.
- Bridal party must arrange alternative location in the event of inclement weather.
- The Pavilion is not available as an alternative site.
- The Coffee Creek Watershed Preserve is open to the public. The area being reserved is limited to the Chesterton Amphitheater area.
- The bridal party is welcome to take photos throughout the Preserve but access to the Chesterton Amphitheater is restricted to 2-hour time limit.
- Please be courteous to the bridal parties by respecting their reserved time.
- One-hour rehearsal is available at no additional fee up to two days before event.
- Chairs are not provided. Chairs may **only** be rented through exclusively approved vendor, All Occasion Rental. (219) 464-9974 www.alloccasionrental.com
- Occasionally, in situations beyond our control, the fountain and/or the waterfall may be down for maintenance. No refunds in the event they are out of service during your event.



Chesterton, Indiana

Chesterton Amphitheater Rental Form

Please complete the following information and return it with your signed contract

Date of Event: _____/_____/_____

Time-Slot: (check one)
 9:00 a.m. - 11:00am
 11:00am-1:00pm
 1:00pm-3:00pm
 3:00 p.m. - 5:00 p.m.
 5:00 p.m. - 7:00 p.m.

Brides Name: _____

Grooms Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Home Phone: _____ **Cell Phone:** _____

Email Address: _____

Ceremony begins at what time? _____ **Contact Phone # day of :** _____

Number of guests expected: _____

A one-hour rehearsal is included with the rental.

Rehearsal Day:	<i>(Circle one)</i>	Wed	Thurs	Fri	Sat
Rehearsal Time:	4:00	5:00	6:00	7:00	

How did you hear about the Coffee Creek Watershed Preserve?

Return signed contract with full payment and Certificate or Insurance to: Coffee Creek Watershed Conservancy, Inc.
P.O. Box 802
Chesterton, IN 46304

OFFICE USE ONLY

CONTRACT RECEIVED _____
CHECK NO. _____
CONFIRMATION LETTER _____
INPUT COMPUTER _____
CONFIRMATION CALL MADE _____
Updated 8.31.18



P.O. Box 802, Chesterton, IN 46304
(219) 926-1842 www.coffeecreekwc.org

CCWC COPY

PLEASE RETURN WITH CHESTERTON AMPHITHEATER RENTAL FORM AND RENTAL FEE

COFFEE CREEK WATERSHED CONSERVANCY RENTAL CONTRACT AND WAIVER & RELEASE OF ALL CLAIMS:

I agree to waive and relinquish all claims I may have as a result of renting the Chesterton Amphitheater, against the Coffee Creek Watershed Conservancy (CCWC) and its officers, agents, servants, and employees.

I do hereby fully release and discharge the CCWC and its officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I may incur, or which may be incurred by any person(s) that I may invite or bring with me to any CCWC facility grounds.

I have read the contract and rental agreement and agree to comply with the stated terms and conditions of each document.

Signature: _____

Printed Name: _____

Date: _____



P.O. Box 802, Chesterton, IN 46304
(219) 926-1842 www.coffeecreekwc.org

RENTER COPY

PLEASE KEEP FOR YOUR REFERENCE

**COFFEE CREEK WATERSHED PRESERVE RENTAL CONTRACT AND WAIVER
AND RELEASE OF ALL CLAIMS:**

I agree to waive and relinquish all claims I may have as a result of renting the Chesterton Amphitheater, against the Coffee Creek Watershed Conservancy (CCWC) and its officers, agents, servants, and employees.

I do hereby fully release and discharge the CCWC and its officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I may incur, or which may be incurred by any person(s) that I may invite or bring with me to any CCWC facility grounds.

I have read the contract and rental agreement and agree to comply with the stated terms and conditions of each document.

Contact information:

Beth Vlietstra
Office & Event Manager
Coffee Creek Watershed Conservancy, Inc.
PO Box 802
Chesterton, IN 46304
219-926-1842 office
email: beth@coffeecreekwc.org

Chesterton Amphitheater
2401 Village Point Road
Chesterton, IN 46304