



Marina Pavilion
Naval Station Newport
Sponsor Form

Contract #: _____

Name (Print): _____ Phone: _____

E-mail: _____ Alternate Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Status: Active-duty personnel ___ Retired ___ Veteran ___ DoD Civilian ___ Contractor ___

Branch: _____ Grade: _____ Rank: _____

The Marina Pavilion is located on a small peninsula over by the Officers' Club, can hold up to 50 people and includes electricity. Reservations are available on a first-come, first-served basis and must be paid at the time of reservation. The fee for Active-duty and Retired Military personnel is \$45.00 per day. The fee for DoD civilians and Government Contractors is \$65.00 per day. The pavilion is available for reservations seven days a week from 12 - 6 pm. All reservations and cancellations should be directed to the MWR Concierge Office (401) 841-2094.

Rules and Regulations:

- In case of sudden inclement weather you must follow Navy Safety Precautions and vacate the area as soon as you are aware of the weather situation or if notified by MWR Staff.
Patrons are responsible for picking up all garbage and debris around pavilion area and depositing it in the dumpsters located on the right side of the Officers' Club, halfway down the parking lot.
Patrons are responsible for cleaning/wiping down of all tables and benches.
* Failure to comply with these rules will result in a \$50 cleaning fee and will be payable by the sponsor.
No open fire.
Digging in the soil for baking purposes is not permitted.
Pets are allowed only if leashed. Please clean up after pets.
The consumption of beer/wine/spirits is authorized in the picnic area during scheduled parties. However, consumption of alcohol may be limited, or even prohibited, at the discretion of the Naval Station Newport Commanding Officer.

- Individuals under 21 years old shall not be permitted to consume or dispense alcoholic beverages.
Overnight storage of alcoholic beverages is not permitted.
To prevent a broken glass safety hazard, no glass bottle containers of any type are permitted.
Vehicles are not permitted in picnic areas. There is no parking on the grass or roadways. All parking must be in designated marked parking areas only.
* Arrangements may be made with the reservation staff for loading/unloading of supplies for your party.
Patron swimming and bathing in the water is prohibited.
Patrons are responsible for securing all required permits, if needed.
Patrons must maintain good order and discipline at all times.
Cancellation Policy: A full refund will be issued if cancellation is requested at least 48 hours in advance. Unfortunately, no refunds can be made less than 48 hours before scheduled time.

Release and Agreement

I agree to indemnify and hold harmless the United States, the Department of the Navy, and Commander Navy Region Mid-Atlantic, Fleet Readiness Division, Morale, Welfare and Recreation, and any of its agents, employees, or officers from all claims, demands, and causes of action, direct or indirect, for injury to any person or damage to any property resulting from the reservation and use of the facility and/or equipment and release and waive all rights to file any cause of action relating to personal injury or property damage.

As the sponsor of the above group, I have read, understand and will ensure total compliance with the rules and regulations stated on this form. Failure to abide by these rules and regulations will render the responsible group/activity ineligible for use of the facility.

Date of Event: _____

Time of Event: _____

Approximate Number of People Attending Function: _____

Will Alcohol be Served: Yes No

Charcoal Grill (patrons must provide charcoal): Yes ___ No ___

Sponsor's Signature: _____ Date: _____

Date Booked: _____ Date Received: _____ MWR Employee Signature: _____