



Special Events
570.208.4149

SPECIAL EVENT PRICING

Rental Name	Price
<i>All checks made payable to: The City of Wilkes-Barre</i>	
Kirby Park Pavilion #1 Near lighted softball field/track area; holds ~60 people	Two Separate checks: \$75 Payment \$50 Refundable Deposit
Kirby Park Pavilion #2 Concrete Martz Amphitheater	
Kirby Park Pavilion #3 Near Playground Area; holds ~75 people	
Weddings at Martz Amphitheater in Kirby Park	\$100 Payment + \$50 Refundable Deposit
Public Square	\$300 per day
Other City Parks	\$100
Field Rental/Track/Coal St.	\$100 per field per day

Proof of Insurance, naming The City of Wilkes-Barre as an additional insured for event, and Signed Indemnity Agreement Required for all Rentals

EXTRA SERVICES

Please make Special Events Coordinator aware of your needs for extra services when planning your event.

Service	Description & Pricing
Electricity	Minor Electricity—No Charge Electrician Present— \$100 (2 hours minimum); \$30 each additional hour
Police	For events requiring police assistance, contact Patrolman Mike Dennis for scheduling at 570-208-4131 or mdennis@wilkes-barre.pa.us Cost of Police Assistance is \$40 per hour, per officer.
Fire/Ambulance	For events requiring fire fighters/paramedics contact Fire Chief Jay Delaney for scheduling at 570-208-4261 or jdelaney@wilkes-barre.pa.us . Each firefighter/paramedic works a minimum of 2 hours at \$120 per firefighter/paramedic. Each additional hour costs \$30 per firefighter/paramedic. Each additional hour costing \$30 per firefighter/paramedic.
DPW Workers	If DPW workers are required for an event held on the weekend, an hourly rate will be determined based on your request.
Banner Hanging	\$50 charge for banner hanging

Alcoholic Beverages are NOT Permitted in City-Owned Parks and Fields.

Rain Dates: Rain dates will not be reserved. If your event is rained out, then you may call to reschedule another date.

Garbage Removal: The event holder is responsible for removing all recyclables and cardboard generated by the event.

Parking: You may not drive through the park at any time. No vehicles may be parked at the pavilions or ball fields.

Please use designated parking lots only!