

Fees. Per City Ordinance No. 60-38.21

Rental Fees for Commercial Organizations:

NOTE: Driving radius for out-of-city delivery determined upon mileage from City of Oklahoma City administration building located at 200 N. Walker Avenue

Within Oklahoma City limits:

Rental: \$150 per set/per day

Delivery, setup & removal: \$125 per set

Outside OKC — city limits (within a 10-mile radius)

Rental: \$300 per set/per day

Delivery, setup & removal: \$150 per set

Outside OKC — city limits (within a 10- to 20-mile radius of the city limits);

Rental: \$300 per set/per day

Delivery, setup & removal: \$150 per set

Outside OKC — city limits (more than 20-mile radius of city limits);

Rental: \$300 per set/per day

Delivery, setup & removal: \$7 per mile / per set

Additional set up and/or removal fee, per set, outside normal business hours: \$50

Non-Profit Organizations:

Within Oklahoma City limits:

Rental: \$100 per set/per day

Delivery, setup & removal: \$100 per set

Outside OKC — city limits— (within a 10-mile radius of the city limits)

Rental: \$200 per set/per day

Delivery, setup & removal: \$125 per set

Outside OKC — city limits — (within a 10- to 20-mile radius of the city limits)

Rental: \$200 per set/per day

Delivery, setup & removal: \$150 per set

Outside OKC— city limits — (more than a 20-mile radius of the city limits);

Rental: \$200 per set/per day

Delivery, setup & removal: \$7 per mile / per set

Additional set-up and/or removal fee, per set, outside normal business hours: \$50

CANCELLATION POLICY:

Notice of cancellation must be given seven (7) calendar days prior to your rental.

The \$20 processing fee will be retained by the City, and a full refund will be

given. If the cancellation is less than seven (7) calendar days prior to your rental

date. The \$20 processing fee will be retained by the City, and you will not receive a

refund. If no notice of cancellation is given, no refund will be given.

Revised: April 2015

Oklahoma City Parks & Recreation Department

Portable Bleacher Rental Information



The City of
OKLAHOMA CITY
Parks & Recreation Department

For information:
Call (405) 297-3882
or email parkrentals@okc.gov

Bleacher Rentals

The City of Oklahoma City Parks & Recreation Department rents portable bleachers for special events throughout the Oklahoma City metropolitan area. These portable bleachers are ideal for any spectator event held in a park, parking lot, or even indoors.

Each set of bleachers has 9 rows of seating, and can accommodate up to 180 people, based upon a configuration of 18" per seat.

Bleacher dimensions:

- 10' 8" (127.2") tall
- 18' 2" deep (folded out)
- 31 feet in length
- 63' feet long with tongue out



Transportation and Set-Up

The Grounds Management Division of the Parks & Recreation Department will transport the bleacher units to and from the event site, using a one-ton truck for each unit delivered.

The bleachers should be positioned on a firm, reasonably level surface. If used indoors, the overhead door of the facility must be wide enough for the bleacher unit and truck to enter and exit. The indoor facility must have enough room for the truck and bleacher unit to make turns, if necessary.

Grounds staff will set up the units and tear them down at the dates and times specified on the permit. *No persons renting the bleachers should make any attempt to set them up or break them down.*

The City is not responsible for damage to property caused by installation of the bleachers or the related equipment.

In cases where the size and accessibility of the event site is uncertain, it may become necessary for Parks & Recreation staff to inspect the proposed bleacher site prior to approval.

Other Conditions:

- Bleacher units must be booked for each individual event, and cannot remain on site for the duration of an activity season.
- Overnight security must be provided if the bleacher units are to be left overnight at any event location.
- The Parks and Recreation Department reserves the right to cancel bleacher permits for any reason, including but not limited to weather, event site ground conditions, equipment conditions, or if the equipment is misused or damaged.
- The Parks and Recreation Department will not set up bleachers in the requested location if it is deemed unsafe to do so. In such cases, the amount of the bleacher rental will be refunded, minus the setup and tear-down charge.
- If your event involves road closures, a parade, other procession, or more than one location, please provide a map of the route and detailed information regarding the drop-off and pick-up location.

How to Apply:

1. Call the Parks Department at 405-297-3882 to reserve a date and request an application. Or, download an application from the City's website at www.okc.gov/parks.

2. Fill out application and return it to:

Oklahoma City Parks and Recreation Department
Attn: Bleacher Rentals
420 West Main, Suite 210
Oklahoma City, OK 73102

3. **Reservations should be made at least 2 weeks in advance, and will be held upon receiving the completed application.**

4. Non-profit organizations must provide proof of non-profit status to receive discounted rate.

5. Once the application is received, it will be reviewed by the Grounds Management Division before approval. Once notified of approval, applicant will have **seven days** from date of approval to make payment in full or the reservation will be cancelled.

For cancellations, see Cancellation Policy on back page.