



# South Dunes Picnic Reservation Form

GROUP: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTACT: \_\_\_\_\_ TIME: \_\_\_\_\_  
(start & end- must end by 11:30 pm)

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF EVENT FOR RESERVED SIGN: \_\_\_\_\_ ATTENDANCE # \_\_\_\_\_

RESERVATION FEE\*: \$ \_\_\_\_\_ (\*rates below are based per day)

**AREAS NEEDED:**

\_\_\_\_\_ COVERED SHELTER #1 (\$150.00) \_\_\_\_\_ COVERED SHELTER #2 (\$150.00)  
\_\_\_\_\_ UNCOVERED TABLE #3 (\$100.00) \_\_\_\_\_ SERVING SHELTER #4 (\$100.00)

**ELECTRICITY NEEDED:**  YES  NO

- The rental fee includes the shelter and/or tables only. Please keep in mind that the surrounding areas; ie. parking lot, lawn, bathrooms, small surrounding picnic tables, beach are on a first-come first-served basis, they will be open to the public during your event, therefore these areas cannot be reserved.
- **A 50% DEPOSIT IS REQUIRED WITH THIS COMPLETED RESERVATION FORM.** The remaining balance is due 14 days before Date of event.
- **Cancellation policy:** If reservation is cancelled 30 days prior to event date – full refund. If cancelled prior to 14 days of event date – 50% of rental is non-refundable. If cancelled within 14 days of event date – entire rental payment is **non-refundable**. A **rain check** will be offered for the rental of South Dunes should area become rained-out, but rental payment is **non-refundable**.
- Electricity access is provided 1-hour prior and 1-hour after times booked. Please provide accurate times.
- Alcoholic beverages are allowed in South Picnic Area, but NO glass bottles are allowed.
- No open fires allowed in any area. There are no grills present. Gas grills are allowed.
- Georgia State Patrol 635-2303 handles problems after office hours. **Please bring a copy of this form.**
- Signature below indicates that the Organization’s representative has read this form and the Organization agrees to abide by the rules set forth by the Jekyll Island State Park Authority.

\_\_\_\_\_  
Signature of Organization’s Representative DATE: \_\_\_\_\_

\_\_\_\_\_  
Signature of Jekyll Island Convention Center Representative DATE: \_\_\_\_\_

\*\*\*\*\*Inquiries: Please leave a voicemail at 912-635-6400. Your call will be returned within 24 hours during the business week or email: [jekyllparks@jekyllisland.com](mailto:jekyllparks@jekyllisland.com).

**Return COMPLETED form & deposit to:**

Jekyll Island Convention Center, 75 N Beachview Drive, Jekyll Island, GA 31527 Attn: Jekyll Park Rentals or [jekyllparks@jekyllisland.com](mailto:jekyllparks@jekyllisland.com)

FOR OFFICE USE ONLY	
Amount Received _____	Date: _____
Cash _____	Check _____
	Charge _____
Received by _____	Amount Due _____

\*There is no charge for the use of this picnic area or any facility located therein. However, without reservations, use is on a first come, first served basis. The reservation fee is not for use of the property. The fee covers the Authority’s administrative costs for posting reservations, assuring availability of the facilities, providing trash pickup and electricity.