



Want to Rent Space in a Recreation Center?



**Parks, Recreation & Tourism
Facility Rental and Use Guidelines**

The City of Portsmouth Recreation Center and Facilities are primarily for the operation of planned recreation programs, which are organized and supervised by the Department of Parks, Recreation & Tourism. Facilities will only be available for other groups on dates and times when the Department is not operating programs or when circumstances allow joint programs simultaneously. The Department reserves the right to review all request for usage of the facilities and determine whether or not usage will be granted.

Facility Rental Fees

A Damaged Deposit of \$75.00 is required on all rentals

Small Meeting Room (Under 50 people)	\$50.00/HR.
Soc. Hall/Large Meeting Room (75+people)	\$75.00/Hr.

RECREATION CENTERS

CAVALIER MANR- 558-2805
NEIGHBORHOOD FACILITY – 393-8595
CRADOCK (THERAPEUTIC) 393-1045
SENIOR STATION -391-3241
SPORTSPLEX-393-8863
JE Parker-393-8340

For more information, contact our
Facility Usage Supervisor at
757-393-8481

Additional Guidelines for Recreation Center Rentals

- Rental periods may start as early 8:00am but cannot extend past 9:00pm
- Use of the kitchens and cooking is prohibited
- Solicitation, fundraising, raffling, admission charges and collections are strictly prohibited on City property
- No alcohol, smoking, illegal drugs or weapons are allowed on the premises.
- DJ's Bands, Dances and Church services are prohibited
- 30-day advance notice required

***NO FACILITY RENTAL AVAILABLE FOR MONTHS OF JUNE- AUGUST
DUE TO SUMMER PROGRAMS**