



Parking Lot Rental Guidelines

The Mid-Hudson Discovery Museum is a 501(c)3 not-for-profit educational organization and is supported by rentals, admission, program fees, and donations. The parking lot is operated and maintained by the Mid-Hudson Discovery Museum.

The parking lot is not available for rent during museum hours of daily operations, or at times when the museum is reserved for after-hours events, rentals or private parties.

Staffing is not included in parking lot rentals. Parking lot rental does not include access to or usage of the pavilion, bathrooms, dumpsters, or museum entrance/deck. A separate paid rental agreement is required to use of the pavilion.

Booking Deposit

Non-refundable booking deposit of One-Third of the rental price is required at time of reservation. The deposit will be deducted from the rental total. Final payment is due no later than one month prior to rental.

Security Deposit

A separate security deposit check of \$50 shall be paid at the execution of this agreement. The security deposit shall be used to pay for any necessary repair and/or extra clean up resulting from rental. Security deposit will be refunded in total upon a satisfactory after post-rental inspection.

Insurance

Renter must secure Liability Insurance with a limit of not less than One Million Dollars (\$1,000,000) per occurrence naming the Mid-Hudson Discovery Museum (MHDM) as an Additional Insured. The renter must furnish MHDM with a Certificate of Insurance at least two weeks prior to the event.

Park Use

Private use of Waryas Park or Upper Landing Park for any activity related to the rental of the lot requires separate approval by the City of Poughkeepsie (Waryas Park) or the Upper Landing Park. Group activities for 20 or more people may require a special permit. For further information call Poughkeepsie Parks and Recreation at 845.451.4100.

Cancellation Policy

If reservation is cancelled more than one month prior to scheduled rental, 100% of the fee will be refunded minus the booking deposit. There will be no refund for any cancellation made within one month of the scheduled reservation date.

The Mid-Hudson Discovery Museum reserves the right to withdraw approval of any use of the parking lot up to 30 days before the date of event. If, in any way, the permittee or any of his/her representatives fail to comply with the above conditions, the rental may be cancelled and the sponsoring organization may be held responsible for any and all costs to the Mid-Hudson Discovery Museum. The Mid-Hudson Discovery Museum shall not be liable for events beyond its control which may interfere with your scheduled occupancy including Acts of God and inclement weather.

For more information and pricing, please call (845) 471-0589 or email: rentals@mhdm.org