

Camp Pollock Rental FAQ's

Can we come in a day early to set-up or a day after to clean up?

Yes. Renters will need to book the day before or after to ensure another group does not rent the space. The Special Event Insurance documents MUST cover all days included in the reservation.

Where can we get insurance?

If you have homeowners insurance, you may be able to obtain a one day extension of coverage to meet the rental requirements. All renters must submit insurance in the form of an Acord Form and Endorsement. Some of the online companies renters have used in the past include The Event Helper, WedSure.com or WedSafe.com.

Can we book now and pay later?

Web Reserve will not hold the date of an event until the reservation payment has been made. The cleaning deposit will be charged 2 weeks from your event. We cannot accept checks, cash or other forms of payment off line. NO cash, checks, or other forms of payment are collected on site. We will not honor reservation if full cost of the rental and deposit are not paid within 2 weeks of the use.

Do you offer discounts?

Yes, we offer a 50% off rate for all 501c3 non-profit organizations. Please e-mail khopkins@sacramentovalleyconservancy.org to confirm your group's non-profit status, a 990 may be required to verify status, before receiving the discount code.

Can we rent without insurance?

No. Insurance is an important part of your event because it can cover you, your guests and the venue. We are required by the property owner, CA State Land's Commission, and the Parking lot owner, Sacramento County Parks, to collect the listed insurance. In the case of a natural disaster, sickness, or any other unfortunate situation, which would cause for the cancelation of your event, you want to be covered.

How many tables are available in the lodge?

There are 10 six-foot tables in the lodge. Please do NOT take the plastic tables into the courtyard. Thank you.

Can we decorate the space?

Yes, however we do ask that you not use any nails, tacks, screws, staples or any other device that would damage or alter the space. The lodge was built in the 1920's and MUCH of the woodwork is original. We ask that you use do your best to leave ZERO impact on the space. Please do not hang items from trees. We ask that if you hang lights or decorations from the rafters that you please use a material that will leave no trace. Typically rope, string, twine are non-issues. DO NOT use clear tape. Painter's tape can be used IF pre-approved with Camp Pollock staff. DO NOT hang signage over any SVC, Camp Pollock, or neighboring signs. If you put up directional signs, you must remove, Any remaining signage left after your event reservation concludes, will result in a loss of the deposit.

Can we move the tables out of the courtyard?

No, we ask that renters NOT move tables OUT of the courtyard. Please keep all tables on the decomposed granite area. If your group moves the tables within the courtyard for your event, we ask that you please move them back before checking out. Renter will be charged for any tables that have to be moved back to the center of the courtyard.

Can we have candles?

No, we ask that you please not use candles in or around the lodge. Battery powered candles are recommended for use on the grounds.

Can we have sparklers, rice, glitter or confetti?

No rice, confetti or glitter is allowed inside or outside the facility. NO sparklers. NO fireworks.

Can we pay extra to extend our reservation time?

All guests MUST be off of the property and the building MUST be clean and locked by 10pm. Leaving after the designated rental time may result in the loss of renter's deposit and additional charges for staff time.

How do we ensure our group is the only group parking in the parking lot?

Camp Pollock is open to the public every day of the week from sunrise to sunset. IF you r group is renting a space (lodge, courtyard or deck) you have exclusive use of that space for the time that you book, however the rest of the property, including the parking lot, remains open to the public. IF you choose to rent the property in it's entirety, meaning booking each space and paying extra to close the property to the public, SVC will post signage that the property is closed to the public for the duration of your reservation. It is recommended that the renter hire security to communicate this to day users who may try to access the space. Our goal is to keep this special place accessible and open to the public. We will allow a maximum of 5 "closed to the public" events per year.

Are early check-ins or late checkouts allowed?

As the renter you choose the time you want to arrive and depart. For the lodge, deck and courtyard the earliest check-in is 8:00am. Latest check-out is 10:00pm. Camp check in is 3:00pm and check-out is noon. We do our best to work with your group, but all arrival/departure times MUST be arranged a minimum of 2 weeks in advance.

Is the property lit before sunrise or after sunset?

No. In an effort to keep Camp Pollock as nature friendly as possible, we have very limited unnatural light on the property. The lights outside of the lodge on the deck are on a sensor. If your party plans to be on site before sunrise or after sunset, please arrange your own lighting and carry headlamps.

Can we pay to have the lodge cleaned for us?

It is the renter's responsibility to ensure the lodge is cleaned and free of all trash and articles of your event when the reservation ends. IF you wish to bring in a cleaning company, we ask that they be done cleaning by the time your reservation has ended.

Will you have the site set-up for us?

We are able to keep our rental rates low because we pass on the savings to you. We rent the space as a 'no-host' site. We do not provide set-up/ break down or cleaning services.

Can we have a fire in the courtyard?

Yes, we have a raised fire pit in the courtyard which is included in the rental of the courtyard. If you have rented the lodge and/or deck and you would like to rent the courtyard, there is an add on fee of \$100. We will provide a wheelbarrow, which you can use to move pre-chopped wood back to the courtyard area. We do ask that renters bring their own source of fire starter.

Can we rent the grass field behind the lodge?

Yes, the minimum to block out that space is \$250. If the field is rented in advance, Camp Pollock staff will prep the site by mowing before your event. IF you want to rent all of the open space behind the lodge, ensuring that there are no campers in the space during your event, the fee to block out all of the open space is \$775.

Can we have alcohol?

Yes. Renters must disclose the presence of alcohol at time of booking, whether you are allowing guests to BYO, serving or selling alcohol. ALL rentals with alcohol MUST also have Host Liquor Liability in their insurance. If selling alcohol, or serving to the public, additional permits are required, renter is solely responsible for obtaining those necessary permits. Security is HIGHLY recommended for all events with the presence of alcohol.

Piñatas, Bounce houses, Mechanical Bulls, and any other event or activity allowed?

Renter must inform SVC of activities prior to booking and must provide proof of insurance from such activity rentals/ uses, no less than 2 weeks prior to arrival. Piñatas are NOT to be hung from trees.

Are Drones, photography or commercial filming allowed?

Flying/drone type cameras and objects are prohibited within the American River Parkway. All Model Plane, Model Helicopters, arrows, javelins, throwing of rocks or sticks is also prohibited, unless with written approval from the Director of Sacramento County Parks, who oversees the implementation of the American River Parkway Plan. A filming permit may be required when filming on the American River Parkway. In addition to the permit, all productions filmed in unincorporated Sacramento County must obtain a Film Permit from the County. For more information, visit the county Filming Opportunities page.

Can we bring in our own food or cook in the kitchen?

We have no preferred caterers; renters are allowed to bring in their own food. The kitchen is a prep-space only. The kitchen has a refrigerator, counter space, microwave and sink. There is no stove, oven, dishwasher or disposal on site.