



- Please return this application along a check payable to **Hammocks Beach State Park** for the facility use fee to:  
 Hammocks Beach State Park  
 Attn.: Facility Reservations  
 1572 Hammocks Beach Road  
 Swansboro, NC 28584
- Cash, Visa / MasterCard accepted only in person at the park office Monday through Friday.

➤ **REFUND / CANCELLATION POLICY:**

- Any changes or cancellations made before the close of business the 14th day prior to the scheduled arrival date will result in the loss of the \$3.00 facility reservation fee.
- No refunds will be issued within the 14 day window before arrival. May reschedule for another date and loss of reservation fee still applies.
- Refunds will be made using the same method as that of original transaction.

Fee Schedule	
Auditorium Full Day (4 – 8 hrs)	**\$178.00
Auditorium Half Day (up to 4 hrs)	**\$103.00
Gazebo and Surrounding Lawn	**\$ 48.00
Payment in full is due at the time the reservation is made.	

Capacity For Facilities:	
Auditorium Seated	75
Auditorium Seated with tables	30
Gazebo w/Picnic Tables	30
Gazebo and Lawn w/o Picnic Tables	100

**\*\*Includes a \$3.00 NON REFUNDABLE Facility Reservation Fee\*\***

Regulations and Additional Information:

Auditorium:

- 30 ft. by 25 ft. room with 3 tier platform seating.
- Capacity is limited to 75 people seated, 30 people seated with tables.
- No Food or Drinks allowed in the auditorium. A refreshment table may be set up in the hallway. No Alcoholic Beverages permitted at any time.

Gazebo:

- Picnic Shelter with 2 picnic tables
- Capacity is limited to 30 people seated with tables and bench along sides, 100 people without seating using the lawn area.
- **PARK IN DESIGNATED AREA's ONLY.** One vehicle is permitted to be used for dropping off items or passengers but must return to the parking lot immediately after drop off. Vehicle **MUST** stay in between trees within 20 feet to the right of the sidewalk. **DO NOT DRIVE ON SEPTIC DRAIN FIELD.**
- Walking distance from parking lot is approximately 350 feet.
- There is no electricity available in the Gazebo area.

- Group / Company assumes responsibility for attendees obeying all NC State Park Rules & Regulations along with any and all North Carolina General Statutes.
- **ALCOHOLIC BEVERAGES ARE STRICTLY PROHIBITED.**
- Releasing balloons anywhere in the park is **PROHIBITED**. This is considered littering and a citation may be issued.
- The use of nails, tacks, screws, staples are **PROHIBITED**. Decorations, signs, posters etc. may be attached using only tape, string or other removable items that will not damage or destroy premises. Any attachments as well as the items used to affix them must be removed at the end of occupancy
- Hammocks Beach State Park does not provide any food, drink, tents, chairs or catering equipment other than available equipment listed on page 1.
- **Nearby Amenities:** Restrooms, water fountain and drink machine can be found on back deck of visitor center.
- Rental of any facility is on a first come first served basis. Hammocks Beach State Park meetings, events, and programs take priority over other outside events.
- All events are held during park hours. The park gate closes and is locked at night. Access in or out is not permitted during closed hours and hours change with the seasons. Closed Christmas Day. Park hours are:
  - Gate Hours: 8:00am till 6:00pm Year Round; 8:00 am till 7:00 pm Memorial Day - Labor Day
  - Visitor Center Hours: 8:00 am till 5:00 pm Year Round, 8:00 am till 6:00 pm Memorial Day - Labor Day
- Availability may be limited Memorial Day through Labor Day.