

# Kelley's Landing FAQ

- How to Reserve: Complete the Kelley's Landing permit application on our website. You can submit the completed application via email ([harrietisland@ci.stpaul.mn.us](mailto:harrietisland@ci.stpaul.mn.us)) or mail (85 W. Water Street, St. Paul, MN 55107). Once we receive your application, we will call you for credit card information to collect the rental fee.
- Gates: The gates to the shelter will be opened at the time listed on your permit and closed at the end time listed on your permit. Please plan accordingly when completing your application.
- Bathrooms: There are portable restrooms located near the Kelley's Landing Shelter. There are no indoor restrooms included in this rental. The restrooms located on the outside of the Harriet Island Pavilion may be available for use. If there is private event booked at the indoor pavilion, these restrooms will not be available.
- Grills: There are charcoal grills located near the picnic shelter.
- Power/Portable Water: The shelter has very limited power (4 outlets on 1-20-amp circuit). This location does not have water access.
- Contact for Event Day: Events Mon. – Fri. can call 651-292-7010. Events Sat.-Sun. can call the weekend supervisor at 651-248-2525. These numbers are for urgent matters only.
- Trash/Recycling: Please leave trash and recycling in the provided bins neatly for our staff to gather after your event. Please flatten boxes and stack near containers.
- Parking: Parking is limited and cannot be guaranteed. For events over 100, please contact the Harriet Island event office with your event parking plan.
- Alcohol: The possession and consumption of non-intoxicating malt liquor (containing no more than 3.2% alcohol by weight) is allowed from 8:00 AM to 8:00 PM. No glass beverage containers are allowed.
- Sound: Amplified music is not allowed due to its close proximity to residential dwellings.
- Rental Items: All rental equipment and supplies must be brought on site and removed from the grounds during your rental period. Load-in for all providers must be arranged with the Harriet Island Event Office.
- Restrictions: Any staking, driving on the grounds and dunk tanks are prohibited. (i.e. food trucks, tents, games that require staking). We do not hold wedding receptions at Kelley's Landing.
- Walks/Runs: Liability Insurance is required and a per participant fee will be applied post event. Additional details can be viewed on page 4 in the permit packet.

*Additional details such as tents, generators, catering, and more can be viewed in the Kelley's Landing Permit. If you have additional questions once you have reviewed the permit and our website call 651-292-7010 or email [harrietisland@ci.stpaul.mn.us](mailto:harrietisland@ci.stpaul.mn.us).*