



Park Use Application Picnic Areas & Athletic Fields

City of Davis
Community Services Department
600 A Street, Suite C, Davis, CA 95616
(530) 757-5626
TDD (530) 757-5666 fax (530) 750-2742
www.cityofdavis.org
csweb@cityofdavis.org

Primary Contact _____	<table border="1" style="margin: auto;"> <tr> <td style="padding: 2px;">Resv. #</td> <td style="padding: 2px;">H.H.#</td> </tr> </table>	Resv. #	H.H.#
Resv. #	H.H.#		
Organization _____	Phone (h) _____		
Address _____	Phone (w/c) _____		
Email _____	City/Zip _____		
Additional Contact _____	Phone _____		

Deposit Refund: Credit Card Check, payable to _____

Please Check Applicable Boxes: Resident Non-Resident Commercial Fundraiser
 Community Group (complete a Community Group Self Determination form) Non-Profit/Number: _____

Location(s) Requested: _____

Description of Planned Activities: _____

Expected Attendance: _____

Date(s): _____ Time(s): _____

For multiple dates and times, please use an additional sheet.

Alcoholic Beverages Served?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis PD for information on license requirements (747-5400)
Alcoholic Beverages Sold?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Requires Alcoholic Beverage License.
Band, DJ, or Amplified Sound?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis PD for information on permit requirements.
Bounce House or slip-n-slides?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Outside use only. Please see Insurance Requirement & Rules.
Water for bounce house or slip -n-slides?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Available at Shade Arbor, Mace Ranch, Westwood and Pioneer for additional fee.
Permit to Drive on Park needed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Available for additional fee. Required for bounce house use

Office use

<input type="checkbox"/> Picnic	<input type="checkbox"/> Intent Letter	<input type="checkbox"/> Key issued	<input type="checkbox"/> Field	<input type="checkbox"/> Field Preps _____	<input type="checkbox"/> Lights _____ hrs
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Events requiring special equipment or organized events (beyond the regular use of a picnic area or athletic field) of 30 or more people in a Greenbelt, 50 or more people in a Neighborhood Park or 100 or more people in a Community Park require a *Special Events Permit*. Community parks: Arroyo, Central, Community, Mace Ranch, and Walnut.

Applicant/Renter/Lessee hereby voluntarily releases and forever discharges the City of Davis, its agents, officials, employees and volunteers from any and all liability, claims, demands, losses and expenses, actions or rights of action which arise out of, or are in any way related to, or connected with, my participation in this activity, or my use and/or rental of city equipment and/or facilities described herein including specifically, but not limited to, any and all injury, death, illness or disease, and damage to myself or to my property, or to property which is under my control. I further agree, promise and covenant to hold harmless, defend and indemnify the City of Davis, its agents, officials, employees and volunteers from all defense costs, including attorney's fees, or from any other costs incurred in connection with claims for bodily injury or property damage caused in whole or in part by any negligent act or omission of the applicant/renter/lessee, anyone directly or indirectly representing and/or employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the city.

I agree that the Community Services Director may add conditions to a reservation. I further agree to the rules on both sides of this application as well as the House Rules and the Reservation Packet.

I further agree, covenant and promise not to sue, assert or otherwise maintain or assert any claim against the City of Davis, its agents, officials, employees and volunteers for any injury, death, illness or disease or damage to myself or to my property, or to property, including city property which is under my control, arising from or connected with my use and/or rental of city equipment facilities or from any claim asserted against me by any other person.

I have read, I understand, and I will comply with all the information on this application, information contained on the reverse side and in the supplemental rules and regulations handout.

Signature of Group Representative: _____ **Date:** _____

Deposit Paid: _____	Rental Fees Paid: _____	Receipt #: _____	Initial: _____
Copies: White _____	Yellow _____	Pink _____	Key? _____
Deposit Refund: \$ _____	Date of Refund: _____	Receipt #: _____	Initial: _____
Circle One:	Demand	Credit Card	Cash

This material can be made available upon request in and alternative format as required by the American with Disabilities Act of 1990. Direct your request to The Community Services Department (530) 757-5626, (530) 757-5666 (TDD) or csweb@cityofdavis.org.

General Information

Your reservation for a field or picnic area is valid only for the date, time and location specified by the attached permit. Signs at picnic areas state "Area Subject to Prior Reservation." We do not post the reservations at the park sites. The attached permit entitles you to the area; you must have it with you the date of your reservation. Should a conflict arise with another group, present your use permit to the other group. If a conflict cannot be resolved with your permit, please call our office at 530-757-5626. If the conflict arises after hours or on weekends, call the Police Department at 530-747-5400.

1. Any group, exceeding 250 people, reserving picnic area or field must provide two (2) portable chemical toilets for every 250 people expected. The applicant must arrange for and pay rental costs of these toilets (approximately \$60.00).
2. The following policies related to profit in the parks were approved by City Council on March 17, 1999:
 - Profit making activities in the parks, except fund-raisers sponsored and organized by non-profit group, are prohibited.
 - Flea markets and commercial vehicles selling food or other merchandise are prohibited.
 - Circuses or other events that utilize large mechanical equipment are prohibited.
3. Any group charging a fee must obtain a permit or license from the Finance Department, 757-5651.
4. Amplified sound outdoors requires a noise permit from the Police Department, 747-5400. All permits (ABC Licenses, Noise permit, etc.) are to be submitted a minimum of 30 days prior to date of event to the Police Department.
5. Unexpended time is not refundable. If it rains during your event, please contact the Community Services Department during normal business hours, to discuss a rainout refund.
6. **Cancellations:** If the reservation is cancelled by the renter, the cancellation must be made two (2) weeks prior to the reservation date or rental fees will be forfeited. If a reservation is made less than two (2) weeks prior to the reservation date and cancelled, there will be no refund of rental fees; however, deposits and miscellaneous equipment/service fees will be refunded. A reservation date or location can be changed once with less than two weeks notice; however 50% of the reservation fee will be forfeited.
7. Posters or any other publicity must be approved by the City in advance. Unapproved publicity may be cause for cancellation and forfeiture of fees.
8. City equipment may not be removed or altered under any circumstance.
9. When using the parks, the street parking rules must be followed.
10. Special equipment being used by group must be noted and approved prior to use. Dunk Tanks, sprinklers or swimming pools are not allowed in Parks. Barbecues are allowed only in designated areas or on paved surfaces. Any damage resulting from equipment will be deducted from deposit or invoiced to the renter.
11. Individuals or organizations granted use of a park will be held responsible for any loss or damage caused by such use. Damage to City property or turf may result in additional fees and charges, or if applicable, forfeiture of deposit. Additional fees invoiced for damages must be paid within 30 days from the date of the invoice. The City reserves the right to send any overdue, unpaid fees to a collection services.
12. Any damage to rented area will be noted by the parks crew the following day.
13. Please do not bring glass bottles or jars into the parks.
14. If a key is issued, all locks must be secured and key returned to the Community Services Department, the next business day.
15. All grounds, including, tables, must be cleaned and free of debris.
16. You should receive your Cleaning/Damage deposit refund within three to four weeks. Deposit refund checks will be made to individual and/or organization indicated on application. If you are making a reservation for an organization and would like the refund check made out to an individual, please indicate to whom the check should be made out to and where it should be mailed.
17. Non Davis addresses will be charged non resident fees.
18. Groups should carry their own liability insurance. The City is not responsible for damage or claims for personal injury or death, or claims for damage or loss of property incurred in any City park. Bounce House use requires insurance.
19. You are certifying, on behalf of the organization applying to rent the facility described on the reverse side, that the organization will not discriminate on the basis of race, national origin, religion, sex, age, handicap, or sexual orientation with respect to attendance at the function to be held in City facilities in accordance with Resolution No. 5259 and Ordinance No. 1359.
20. Certain Park areas may be subject to Ordinance 2084, prohibiting possession/consumption of alcoholic beverages in specific public places and around schools. Those desiring to possess/consume alcoholic beverages may require a permit that can be obtained from the Davis Police Department (747-5400).
21. A park rental will not be granted under the following conditions:
 - Insufficient notice: When staff cannot be scheduled, when park areas cannot be prepared, or other conditions cannot be completed in the time between the date of request and the date of proposed event.
 - Hazardous Activities: When activities of a hazardous nature endanger persons or property.
 - Prior Circumstances: When permittee has mistreated a park/facility or violated park/facility use policies during a prior event.
22. Cancellation of your reservation by City will occur if:
 - (1) The application is found to contain false or misleading information;
 - (2) The proposed use would be detrimental to the health, safety, general welfare, or efficient operation of the City park/facility;
 - (3) Should any individual, group, member, or guest willfully or through gross negligence, mistreat the staff, equipment, park, or violate state or local ordinance;
 - (4) Renter fails to pay all rental fees and deposit by due date;
 - (5) If permittee defaults on or has not completed all conditions and requirements for use of the park;
 - (6) If the park is needed for emergency use;
 - (7) Circumstances arising from natural disasters, power outage, or other unusual situations beyond the City's control;
 - (8) Failure to obtain required permits.