



# Parks, Picnic Areas & Athletic Fields

City of Davis – Parks and Community Services  
23 Russell Boulevard, Davis, CA 95616  
(530) 757-5626 (option 2)  
TDD (530) 757-5666 Fax (530) 758-0204  
[www.cityofdavis.org](http://www.cityofdavis.org)  
[registration@cityofdavis.org](mailto:registration@cityofdavis.org)

Primary Contact Name \_\_\_\_\_ Phone (h) \_\_\_\_\_  
Organization \_\_\_\_\_ Phone (w/c) \_\_\_\_\_  
Address \_\_\_\_\_ City/Zip \_\_\_\_\_  
Email \_\_\_\_\_  
Additional Contact Name \_\_\_\_\_ Add'l Contact Phone \_\_\_\_\_  
Deposit Refund (if applicable):  Credit Card  Check, payable to \_\_\_\_\_

Liability Insurance (required with use of stage, water access and all fields):  Obtain on Own  Purchase via City  N/A  
Liquor Liability Insurance (required for any event serving and/or selling alcohol):  Obtain on Own  Purchase via City  N/A  
NOTE: Use of bounce house requires current certificate of liability insurance and endorsement naming the City of Davis as additionally insured be provided by the bounce house rental company

Please Check Applicable Boxes:  Resident  Non-Resident  Fundraiser  Community Group (complete a Self Determination form)

Location(s) Requested: \_\_\_\_\_ Expected Attendance: \_\_\_\_\_

Description of Planned Activities: \_\_\_\_\_

Date(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

Alcoholic Beverages Served?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis Police Department (747-5400) for information on license requirements; requires liquor liability insurance.
Alcoholic Beverages Sales?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Requires Alcoholic Beverage License; requires liquor liability insurance.
Band, DJ, or Amplified Sound?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Contact Davis Police Department for information on permit requirements.
Bounce House?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Outside use only, 2 hours maximum use; permit required for additional fee.
Bounce house Company _____			
Water for bounce house?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Available only at Community Park - Shade Arbor, Mace Ranch, Westwood and Pioneer Parks for additional fee.
Permit to Drive on Park needed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Available for additional fee.

**See reverse for additional information regarding requirements for insurance, permits and fees.**

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 City of Davis may add conditions to a reservation and/or rental. I further agree to the rules on both sides of this application as well as the House Rules, Rental Packet and any supplemental rental handouts.

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 any supplemental rules and regulations handout.**

Signature of Group Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Picnic  Athletic Field  Soccer Goals Key issued

This material is available upon request in an alternative format as required by the American with Disabilities Act of 1990 by contacting Parks and Community Services at (530) 757-5626, (530) 757-5666 (TDD) or [registration@cityofdavis.org](mailto:registration@cityofdavis.org).

## General Information

The attached receipt and copy of this application serves as your permit and entitles you to use of the area listed; you must have it with you the date of your rental. Rental of a field or picnic area is valid only for the date, time and location specified on the permit. Signs at picnic areas state "Area Subject to Prior Reservation." Reservations/rentals are not posted at the park sites. Should a conflict arise with another group, present your permit to the other group. If a conflict cannot be resolved with your permit, call the Police Department at (530) 747-5400.

1. Certificate of general liability insurance naming the City of Davis as additionally insured is **required** for all field rentals, picnic rentals that will have a bounce house, water access and with the use of any indoor or outdoor stage. In addition to general liability insurance, any event serving and/or selling alcohol also requires liquor liability coverage. Insurance must be presented **14 days prior to rental date**. 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. Language on the Certificate/Endorsement must state: *City of Davis, its agents, directors and employees are all included as additional insured on this policy.*
2. Any group charging a fee must obtain a permit or business license from the Finance Department, (530) 757-5651.
3. Amplified sound outdoors requires a noise permit from the Police Department, (530) 747-5400.
4. 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. Rentals/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 may require a *Special Events Permit*. Community parks: Arroyo, Central, Community, Mace Ranch and Walnut.
6. 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 groups, 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.
7. Certain park areas may be subject to Ordinance 2084, prohibiting possession and/or consumption of alcoholic beverages in specific public places and around schools. Those desiring to possess or consume alcoholic beverages require a permit that can be obtained from the Davis Police Department, (530) 747-5400.
8. 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 the rental costs of these toilets.
9. Posters or any other publicity must be approved by the City in advance. Unapproved publicity may be cause for cancellation and forfeiture of fees.
10. All city street parking rules and parking lot rules must be followed at all times.
11. 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 billed to the renter.
12. City equipment may not be removed or altered under any circumstance. Nothing can be staked into the ground or attached to trees.
13. The City of Davis determines if lights are needed for fields and/or the number of fields preps needed at Playfields Park.
14. Do not bring glass bottles or jars into the parks.
15. If a key is issued, all locks must be secured and key returned to the Parks and Community Services office the next business day.
16. All grounds and park equipment must be cleaned and free of debris upon departure.
17. 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 billed 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 service. Any damage to rented area will be noted by City staff the following day.
18. Deposits are refunded within four weeks. Deposit refund checks will be made to individual and/or organization indicated on application. If you are renting on behalf of 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.
19. Non Davis addresses will be charged non resident fees.
20. **Cancellations:** If rental is cancelled by the renter, the cancellation must be made 14 days prior to the rental date or rental fees will be forfeited. If rental is made less than 14 days prior to the rental date and cancelled, there will be no refund of rental fees; however, deposits and miscellaneous equipment/service fees will be refunded. **PICNICS ONLY:** A rental date or location can be changed once with less than 14 days notice; however 50% of the original rental fee will be forfeited and the other 50% applied towards the new rental.
21. Unexpended time is not refundable. If it rains during your event, please contact Parks and Community Services no more than 3 days after your rental during business hours to request a rainout refund.
22. The applicant is 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.
23. A park rental (picnic area/park/fields) will not be granted or may be cancelled under the following conditions:
  - Insufficient notice: Staff not able to be scheduled, park area not able to 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
  - Failure to provide Certificate of Liability Insurance naming the City of Davis as additionally insured
  - False or Misleading Information on the Application
  - Use compromises the safety of others or interferes with other uses of the park/facility
  - Use violates local ordinance
  - Failure to pay all fees, failure to obtain insurance and/or failure to obtain required permits
  - Circumstances arising from natural causes/disasters, power outage or situations beyond City's control