



COMMERCIAL USE PARK PERMIT APPLICATION

A permit is required for any business conducted on CRPD property and all continued regular use of CRPD parks. Please complete this application and submit for consideration. See below for requirements and where to remit.

APPLICANT INFORMATION

Applicant's Name: _____ Date of Application: _____

Name of Person(s) Responsible (only those listed on application can make changes to rental):

Business/Organization Name: _____

Address: _____

Day/Business Phone: _____ Cell Phone: _____

E-mail Address: _____

Date Permit Begins: _____ Date Permit Ends: _____

PARK INFORMATION

Park Name: _____ Specific Area of Park: _____

Days of Week: SUN M T W TH F SAT

Times: _____ am pm to _____ am pm

of Weeks: _____ Months: _____ through _____

Start Date: _____ End Date: _____ Estimated Attendance: _____

Describe the commercial use (please list all activities you plan to engage in):

Office Use Only:

Business License Valid Dates: _____ Insurance Valid Dates: _____

Deposit due: _____ Date Paid: _____ Park Rental Fees: _____

Dates Paid: _____

Approved by: _____ Valid for: _____

COMMERCIAL USE RULES & REGULATIONS

- Cordova Recreation and Park District reserves the right to approve or deny applications based on capacity and scheduling priorities. We also may not approve it if it competes with our programs.
- Permits allow use of a designated area of specified park to provide a program/class.
- Days/times permitted: maximum of 3 days per week / 2 hours per day.
- Provider has approval to collect fees associated with the service(s) provided.
- Permit must be available upon request during each class/program time. Inability to provide current and valid permit will result in a fine, deposit retention and loss of commercial park permit & privileges.
- Park equipment shall be used in accordance with their intended purpose. Any damage caused as a result of misuse will result in fine, deposit retention and loss of commercial use permit and privileges.
- An additional permit is required to serve and/or sell alcohol in the park(s). Please call 916-842-3300 for information on how to obtain a permit for alcohol.

FEES, REQUIREMENTS & SPECIFICS

Commercial Use Fees

Monthly (begins on the 1 st of each month)	\$100
Annually (12 consecutive months)	\$600
Deposit	1-100 people = \$100 / 101+ people = \$200

Deposit is refundable upon request when permit has expired and if facility is left in good condition

Commercial Use Requirements

Prior to permit approval, requestor must provide a current and valid copy of a business license and proof of insurance. Insurance requirements are coverage for the minimum amount of \$1,000,000 and must name Cordova Recreation and Park District as additionally insured.

Please answer the following questions regarding your event/use:

Will the event be open to the public?	Yes	No	Will you be selling merchandise?	Yes	No
Will your event have alcohol?	Yes	No	Will you be selling alcohol?	Yes	No
Will you be serving food?	Yes	No	Will you be selling food?	Yes	No
Will you have vendors?	Yes	No	If yes, please list each and tell what they plan to provide/sell : _____		

Will you be using any materials and/or equipment? Yes No If yes, please list each piece/type of materials and/or equipment you will use: _____

GENERAL PARK RULES & REGULATIONS

- All CRPD parks close one hour after sunset. Exceptions include: lighted sports facilities, CRPD sponsored & co-sponsored activities.
- Glass containers are not allowed in CRPD parks.
- Motor vehicles may only be operated on roadways and in parking areas. Vehicles are not allowed on lawns or park interiors. Your park reservation does not exempt you from this policy.
- Golfing is permitted at Cordova Golf Course ONLY. Golfing is NOT allowed at any CRPD park.
- No person shall destroy damage or deface any park property. In the event of damages to CRPD property, the sponsoring party shall be held liable and will be billed for repair and/or replacement of damaged property. Any/all deposits will NOT be returned.
- All users are expected to leave the park clean and orderly. Cleaning and damage deposits are refunded according to the condition of the area after use.
- It is prohibited to make loud, unnecessary noise which unreasonably disturbs the peace or causes annoyance to any park neighbor or other facility user.
- If CRPD requires the presence of police officers, security guards, fire and/or medical service during the event, the sponsoring group will be held accountable for making the arrangements and paying for the services.
- Animals must be on a leash in any CRPD park. Owners are expected to clean up after their animals.
- Power/electricity is NOT provided by the CRPD. Any reservations having special equipment such as inflatable bounce houses/apparatuses, etc. must provide their own power/electricity.
- Other areas of the park may be reserved during your reservation time for CRPD functions, private parties, sports programs or fitness programs/classes.
- **Chapter 9.36 Park regulations, Sacramento County Code / 9.36.053 Selling and Advertising**
Within the boundaries of any park facility, no person shall sell, vend, peddle, expose, offer for sale, or distribute after sale to the public, any merchandise, service, or property, or sell tickets for any event, nor shall any person distribute, circulate, giveaway, throw, or deposit in or on any park facility any handbills, circulars, pamphlets, papers, or advertisements, which materials calls the public attention in any way to any article or service for sale or hire, nor within any park facility shall any person solicit or collect donations of money or other goods from public, without express approval of the Board of Supervisors for such activity within the specific park facility.
- Cancellation policy: 14 business days prior to your event.
- Any false information regarding details of your use/event may lead to immediate termination of your event, the possible loss of fees and denial of your request for future use.
- For problems with park reservations that require immediate attention, please call 916-362-1841.

SIGNATURE

Failure to comply with all of CRPD's park rental rules & regulations may result in loss of your deposit and/or your event being cancelled early or entirely.

- My signature below signifies that I have read and understand ALL the park rental rules & regulations outlined in the application.
- I agree to abide by all the conditions outlined in this application and any permit(s) issued associated with this application.
- I also agree to pay CRPD all costs the district may incur as a result of any failure to fully comply with all these conditions.
- I understand that CRPD staff reserves the right to photograph and/or record facilities, activities and program participants for potential future use. I hereby grant permission to CRPD to use my or my participant's photograph and/or audio/video recording for any lawful purpose, including for example such purposes as print and online advertising. I understand that I will not be paid or receive anything related to CRPD's use of my/my participant's photograph and/or recording. I understand that all photographs and recordings will remain the property of CRPD and I acknowledge CRPD's right to alter or edit any photographs and/or recordings at its discretion. I agree to release CRPD from any and all legal claims I or a third party may have arising from the use of my/my participant's photograph and/or audio/video recording.
- I agree to indemnify and hold harmless CRPD, its officers, agents, employees, and volunteers from and against any injury, damage, claims, actions or suits arising out of the rental or use of CRPD's parks, including those caused by the passive negligence of the parties being indemnified and/or any dangerous condition of property of the parties being indemnified, and I further agree to defend and indemnify CRPD from and against any injury, damage, claims, actions or suits arising out of or connected with the rental or use.
- I declare under penalty of perjury under the laws of the State of California that the information I have provided in this rental application is true and correct to the best of my knowledge. I further acknowledge that the security deposit may be forfeited and/or my event cancelled if this application contains any intentional misrepresentations.

Print Name _____

Signature: _____ Date: _____

Please submit the application, business license and proof of insurance to:

Diane Robinson, Recreation Manager
2729 Prospect Park Dr. suite 230
Rancho Cordova, CA 95670
Phone (916) 842-3316
drobinson@crpd.com