



PICNIC AREA USE APPLICATION

RECREATION SERVICES



RENTAL REQUEST STATUS

- Private Rental Commercial Non-Profit Organization # _____
(must provide non-profit status letter/number)

Application Date: _____

Name: _____ Email: _____

Address: _____ City/State/Zip: _____

Organization/Company (if applicable):

Name: _____

Address: _____ City/State/Zip: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Birthdate: _____

PICNIC INFORMATION

Date Requested: _____ Name of Event: _____

No. Attending: _____ Will you be serving alcohol? Yes No

Time Block Requested: 9:00 a.m.-2:00 p.m. 2:00 p.m.-7:00 p.m. 9:00 a.m.-7:00 p.m.

Please check which picnic area(s) you are requesting: *(Please note: Number of tables will be assigned based upon expected attendance. Each table seats 8 adults.)*

Diablo Vista Park
1000 Tassajara Ranch Drive

- Tables 1-3
- Tables 4-6
- Tables 6-9

Hap Magee Ranch Park
1025 La Gonda Way

- Tables 1-4
- Tables 5-8
- Tables 9-12

Oak Hill Park
3005 Stone Valley Road 2101

- Tables 1-7

Osage Station Park
816 Brookside Drive

- Tables 1-7
- Tables 8-11
- Tables 12-13
- Tables 14-21

Sycamore Valley Park
2101 Holbrook Drive

Lower Level

- Tables 1-5
- Tables 6-7
- Tables 8-12
- Tables 13-15

Upper Level

- Tables 16-22
- Tables 23-28

PINCIC TABLE FEES

User Group Classification	<u>Government</u>	<u>Non-Profit</u>	<u>Private</u>	<u>Commercial</u>
Resident	\$9 half/\$18 full	\$11 half \$22 full	\$15 half \$30 full	\$21 half \$42 full
Non Resident		\$13 half \$26 full	\$18 half \$36 full	\$25 half \$50 full

All fees listed for picnic tables are priced per table. An additional \$100 deposit is charged when all picnic tables in an area are reserved.

ADDITIONAL AMMENTITIES:

Start Time: _____ Ending Time: _____ (1 hour minimum)

Bocce Courts at Sycamore Valley Park # of Courts _____ (8 available)

Sand Volleyball Court (Hap Magee Ranch Park/ Diablo Vista/ or Oak Hill Park)

RENTAL FEES FOR COURTS

User Group Classification	<u>Government</u>	<u>Non-Profit</u>	<u>Private</u>	<u>Commercial</u>
Resident	\$8	\$11	\$14	\$20
Non Resident		\$13	\$17	\$24

INSURANCE REQUIREMENTS

Insurance is required for all parties with an anticipated attendance of 100 or more. Insurance can be purchased through the Town of Danville at cost of \$113, plus \$60 for liquor liability. Renters can also provide their own insurance. can be provided by the renter. The Town of Danville requires permit users to provide a **“Certificate of Liability Insurance”** naming the **Town of Danville as an additional insured.** Certificate must include the Town’s address, which is **510 La Gonda Way, Danville, CA 94526.**

Insurance Required? Yes No

I will provide my own insurance

I will purchase insurance through the Town of Danville

POLICIES AND PROCEDURES *(Please initial where applicable)*

1. **Reservation requests must be submitted at least seven (7) days in advance. Applications submitted under 7 days will not be processed.**
2. Full payment of rental fees, including deposit when applicable, are due at the time of booking. Reservations are confirmed only after full payment has been made and an **Approved** permit has been issued. Reservations will not be confirmed over the phone.
3. All outside cooking devices (taco cart, barbeques, hot plates, etc.) are prohibited in all Town maintained parks. Cooking is restricted to the park barbeques only. (DMC 13-2.1) _____
4. **ALL ALCOHOL** is prohibited in all Town maintained parks with the exception of beer and wine. Individuals twenty-one (21) years and over may consume beer and wine in parks providing it is consumed in conjunction with picnicking activities. Park users may not gather in picnic or other areas for the sole purpose of consuming beer and wine. (DMC 13-2.3) _____
5. **SMOKING IS PROHIBITED** in all Town maintained parks. (DMC 13-2.3) _____
6. It is prohibited to paste, tack, glue or post any sign, placard, advertisement or inscription, or to erect any sign in the park. _____
7. Selling, vending, or peddling items is prohibited. (DMC 13-2.3) _____
8. Use of amplification equipment is prohibited. _____
9. The use of generators is prohibited. _____
10. No inflatable structures, jump houses, petting zoos or dunk tanks allowed in parks. _____
11. **NO REFUNDS** are issued on picnic/court reservations unless rained out. Requests for rainout refunds must be requested within one (1) week of the reservation date. _____
12. Requests for exceptions to the policy must be submitted in writing no less than ten (10) business days prior to the rental date and receive written approval from the Parks and Community Services Director, or designee. _____

Customer Signature

Today's Date

Please make all checks payable to: Town of Danville
MAIL APPLICATION AND CHECK FOR FEES TO:
DANVILLE COMMUNITY CENTER, 420 FRONT STREET, DANVILLE, CA 94526-1740
ATTENTION: FACILITIES MANAGEMENT