



City of Patterson
Public Works Department
1 Plaza, P.O. Box 667
Patterson, Ca 95363

PARK RESERVATION APPLICATION

Phone: (209) 895-8060
Fax: (209) 895-8069
publicworks@ci.patterson.ca.us

All Park Reservations require insurance.

Name Phone/Cell:

Address

City State Zip Code

Email _____

Alternate Contact: Phone/Cell:

Non-Profit (Must meet the 501c (3) qualifications) Private Event Special Event Reservation

Name of Organization:

Type of Event: Event Size: (Estimated People Attending)

Date: Check-In: Check-Out:

Include Setup Time

Include Cleanup Time

Facility:	Amenity : (Will you have or need?)	Add On: (For Office Use)
<input type="checkbox"/> \$75 North Park Shelter	<input type="checkbox"/> \$10 Bounce House	<input type="checkbox"/> \$50 Deposit (Park)
<input type="checkbox"/> \$75 Sports Park - Large Shelter	<input type="checkbox"/> \$20 Electrical Fee (North Park Only)	<input type="checkbox"/> \$100 Deposit (Park/Season)
<input type="checkbox"/> \$75 Sports Park - Small Shelter	<input type="checkbox"/> \$20 Water (North Park Only)	
<input type="checkbox"/> Sports Park Ball Diamond 1	<input type="checkbox"/> \$20/hr Lights 2 hr minimum (Garza & SC)	
<input type="checkbox"/> Sports Park Ball Diamond 2	<input type="checkbox"/> \$69 Alcohol Permit	
<input type="checkbox"/> Garza Park Ball Diamond	<input type="checkbox"/> \$38 Loud Speaker Permit	
<input type="checkbox"/> Soccer Field		

Use and attach sheet if necessary - all games and practice reservations must be accompanied by a schedule.

Additional Notes / Requests

Insurance Requirements:

General Liability Insurance and Endorsement are requirements:

- 1) \$1,000,000 General Liability
- 2) City of Patterson must be named on the endorsement.

HUB International Insurance website: www.eventinsure.com email: specialevent@hubinternational.com

2300 Clayton Road, Suite 300
Concord, CA 94520
Phone: 925-609-6500
Fax: 925-609-6550
CA License # 0757776

Approved: Date:

FACILITY HOLD HARMLESS WAIVER

The undersigned agrees to indemnify and hold harmless and defend, the City of Patterson, its officials, employees, volunteers, agents and representatives against any and all claims or liabilities of any injury or death to any person or damage to property in any manner arising out of or incident to the performance of this agreement, including without limitations all consequential damage, whether or not resulting from the negligence of the undersigned or their agents or guests.

Signature

Date

KNOWING AND VOLUNTARY EXECUTION

I have carefully read this application and fully understand its contents. I am aware that this is a contract between myself and the City of Patterson and I sign this application on my own free will.

Signature

Date

The City of Patterson, Public Works Department hopes you enjoy using our facilities. If you have any questions or problems please call the Public Works Department at 209-895-8060 during regular business hours, M-Th 8:00 a.m. - 6:00 p.m., Friday 8:00 a.m. - 5:00 p.m. or 911 in case of an emergency. If you need assistance during the weekend, please call our part-time parks staff at 209-678-5786 weekend mornings, 678-0118 weekend afternoons/evenings, or 652-1230 weekday evenings.

Facility Information

- North Park** - Seating for 80. Near Playground. Near Restrooms. Electricity Available. Water Available.
- Sports Complex - Large Picnic Shelter** - Seating for 40. Charcoal BBQ pit. Volleyball standards. Near Restrooms. Near Ball Diamond.
- Sports Complex - Small Picnic Shelter** - Seating for 16. Near Playground. Near Soccer Field. Near Restrooms. Near Ball Diamond.
- Sports Complex - Ball Diamonds** - Field 1 & 2 - Dugouts. Drinking Fountain. Skinned infield. Bleachers.
- Sports Complex - Soccer Field** - One Large Soccer Field. On Small Soccer Field (Triangle). Soccer Goals.
- Garza Park - Ball Diamond** - Near Playgrounds. Near Restrooms. Lights for Ball Diamond.

Reservation Policy

- 1) Reservations are made on a first come first reserve basis.
- 2) All reservations can be made with the Public Works Department at City Hall, through our Reservation Clerk, **no later than Friday before the week ahead.**
- 3) All fees must be made in full at the time of reservation.
- 4) No changes will be made to the permit 5 business days before the scheduled reservation.
- 5) General liability insurance with an endorsement naming the City of Patterson as additional insured is required. All insurance requirements must be met 6 business days in advance of the event.
- 6) Deposit is required.

Refund Policy

- The following refund policy will be in effect regarding all park and recreation facilities available for reservation:
- 1) A group may cancel their reservation thirty (30) calendar days prior to the reservation; a refund will be given less a \$10.00 administration fee.
 - 2) A cancellation fee based upon 50% of all fees will be assess if cancellation is made after 30 days.
 - 3) In the event the permit holder fails to appear for the scheduled use or cancel with less than 5 days notice, no refunds of fees will be given.
 - 4) A full refund or new reservation will be given due to cancellation cause by inclement weather.

Park Rules (Ordinance 74, 598 & 688)

- 1) No Vehicles on Grass 2) No Alcohol without a Permit 3) No Glass Bottles 4) No Organized Games without a Permit
- 5) No Groups over 50 people without a permit 6) No Special Events without a Permit 7) No Gambling
- 8) No Golfing 9) No Littering 10) No Dogs on Leash 11) Parks Close at Dusk

FAILURE TO ABIDE BY THESE RULES WILL RESULT IN THE LOSS OF YOUR DEPOSIT.