



City of Patterson
 Recreation & Community
 Services Department
 1033 W. Las Palmas Ave
 Patterson, CA 95363

FACILITY RESERVATION APPLICATION

Phone: (209) 895-8080
 Fax: (209) 895-8189
 recreation@ci.patterson.ca.us
 P.O. Box 667
 Patterson, CA 95363

ALL FACILITY RESERVATIONS REQUIRE INSURANCE

Name Contact Cell Phone
 Address Cell Phone Carrier
 City State Zip Code Date of Birth
 Email

Alternate Contact Name Contact Phone/Cell

- Private Event Non-Profit (Must meet 501c (3) qualifications) Special Event Reservation
If selected, Special Event application must be submitted
 Tournament Sports League (season and practice schedule must be submitted)

Organization Name

Name of Event Organization Contact Phone/Cell

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

Date of Event Check-In: Include Setup Time Check-Out: Include Take-down Time

***Sports League Team - must provide games and practice schedule with facility application.**

<p>Facility:</p> <p><input type="checkbox"/> Sports Complex Ball Diamond 1 <input type="checkbox"/> Walnut Grove Gym</p> <p><input type="checkbox"/> Sports Complex Ball Diamond 2 <input type="checkbox"/> Garza Park</p> <p><input type="checkbox"/> Soccer Field</p>	<p>Amenity :</p> <p><input type="checkbox"/> Lights (2 hour minimum)</p> <p><input type="radio"/> Ball Diamond 1 <input type="radio"/> Soccer Field</p> <p><input type="radio"/> Ball Diamond 2 <input type="radio"/> Garza Park</p>
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Additional Notes/Request

Facilities WILL NOT BE AVAILABLE for reservations on these major Holidays: Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and the Day After, Christmas Eve, Christmas Day, New Year's Eve, New, New Year's Day.

Insurance Requirements

All insurance document MUST be in original format, NO copies

General Liability Insurance and Endorsement are requirements (see sample):

- 1) \$1,000,000 General Liability Insurance and \$2,000,000 General Aggregate
- 2) "The City of Patterson, its officials, agents, employees, and volunteers" must be named on the Endorsement as Additional Insured

HUB International Insurance (CA License # 0757776) website: www.eventinsure.com / email: specialevent@hubinternational.com
 2300 Clayton Road, Suite 300 Phone: 925-609-6500
 Concord, CA 94520 Fax: 925-609-6550

Facility Information & Fees

Sports Complex - Ball Diamonds: Field 1 & 2 - Dugouts. Drinking Fountain. Skinned infield. Bleachers.

Sports Complex - Soccer Field: One Large Soccer Field. One Small Soccer Field (Triangle). Soccer Goals.

Walnut Grove - Gym: One full size basketball court or two smaller courts with divider. No food in the gym; only water allowed.

Garza Park - Ball Diamond: One ball diamond with dugouts. Concrete bleachers.

Fee Description	Fees
Permit Application Fee	\$35 per application TBD
Security Deposit *	\$100 per field / facility location
Equipment Deposit (Baseball/Softball Bases *)	\$100 per application (\$250 Baseball/Softball Bases)
Gate Fee (if charging admission)	\$125 per day TBD
Facility Staffing Fee	\$28 per hour, per staff (applies to all facilities)
Vehicle Access Pass	\$10 per vehicle/per event TBD
Porta-potty Fee **	As billed by vendor
Dumpster Rental/Disposal Fee **	As billed by vendor
Traffic & Parking Control	Actual cost (to be determined by Director)

* Security Deposits and Deposits for Baseball/Softball Bases are refunded at the conclusion of the rental period.

** May be pro-rated and shared by facility user groups.

User Group	Field Fees	Gym Fees	Field Light Fee	Tournament Fees
Non-Profit	\$10 / hour	\$15 / hour	\$20 / hour	\$220 per field / per day
For-Profit	\$20 / hour	\$25 / hour	\$20 / hour	\$220 per field / per day

Reservation Policy

- 1) Reservation requests are made on a first come first reserve basis dependant upon facility availability.
- 2) All reservation requests can be made at the Recreation and Community Services Department through the Reservation Clerk.
(all request must be at least two (2) weeks before the event date)
- 3) All fees must be made in full at the time of reservation for facility to be booked.
- 4) No changes will be made to the permit fourteen(14) 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 14(fourteen) business days in advance of the event.

- 6) Deposit is required.
- 7) A request may be denied, or a permit cancelled, on the grounds that the applicant has previously had a Facility Use Permit revoked in the City of Patterson or another jurisdiction for violation of permit conditions, or failure to fulfill any use requirement by the established deadline, including, but not limited to, the payment of facility fees or extra fees.

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.
- 2) A cancellation fee based upon 50% of all fees will be assessed if cancellation is made after thirty (30) days.
- 3) In the event the permit holder fails to appear for the scheduled use or cancels with less than seven (7) days notice, no refund will be given.
- 4) A full refund or new reservation will be given for any cancellation caused by the City of Patterson, Patterson Joint Unified School District or due to inclement weather based upon facility availability.

Park Rules (Ordinance 74, 598 & 688)

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|--|--------------------------------|--|--|
| 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) Dogs must be on leash & cleaned up after | 11) Parks Close at Dusk |

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

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

COVID-19 Assumption of Risk and Waiver of Liability

By signing this agreement, I acknowledge the contagious nature of COVID-19 and other communicable diseases and voluntarily assume the risk that I may be exposed to or infected with COVID-19 by participating in any activity or event at a City of Patterson facility, and that such exposure or infection may result in personal injury, illness, permanent disability, and /or death. I understand that the risk of becoming exposed to or infected with COVID-19 at any City of Patterson facility may result from the actions, omissions or negligence of myself and others, including, but not limited to, City of Patterson employees, volunteers and programs participants and their families.

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, Recreation & Community Services Department hopes you enjoy using our facilities. If you have any questions or concerns, please call the Recreation & Community Services Department at 209-895-8080 during regular business hours, Monday-Thursday 8am-6pm, Friday 8am-5pm. If you need assistance during the weekend or weekday evenings from 6pm-10pm, please call our part-time staff at 209-495-2370, or 911 in case of an emergency.

Office Use Only:

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|---|---|---|
| <input type="checkbox"/> \$100 Ball Diamond 1 Deposit | <input type="checkbox"/> \$100 Ball Diamond 2 Deposit | <input type="checkbox"/> \$100 Garza Ball Diamond Deposit |
| <input type="checkbox"/> \$100 WG Gym Deposit | <input type="checkbox"/> \$100 Soccer Field | <input type="checkbox"/> \$28 per hour, per staff fee |

Approved:

Date: