

Contract Number \_\_\_\_\_

**Park Reservations**

**4623 T Street, Sacramento, CA 95819 Suite B**

**Phone: (916) 808-6060 / Fax: (916) 454-3956 / E-mail: sacrecreation@cityofsacramento.org**

**Applicant(s) Information**

Name/Responsible Party			
Company/Organization Name		Is this a company activity? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Address			
City, State, ZIP Code			
Driver's License or CA I.D. Number (Copy of I.D. Required)			
Day Phone		Cell Phone:	
Fax Phone		E-Mail Address:	
Tax Exempt No		Web Address:	
Alternate Contact Person		Cell Phone:	
Day Phone		E-Mail Address:	

**Activity Details**

Sport:	Youth Play <input type="checkbox"/>	Adult Play <input type="checkbox"/>	Male	Female
Type of Use (check one)	Tryouts <input type="checkbox"/>	Practice <input type="checkbox"/>	Game <input type="checkbox"/>	Tournament <input type="checkbox"/>
Date:	Day of the Week:			
Set-up Time:	Break Down Time:			
Activity Start Time:	Activity End Time:			
Park:	Area(s):			
Number of Participants:	Adults:	Youth:	Total:	
Will alcohol be present?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:	
Will money be charged or exchanged?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:	
Will there be amplified sound?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:	
Will food be at your activity?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:	

**Rules and Regulations**

Initial \_\_\_\_ In case of emergency or for reasons beyond the City's control, the City reserves the right to cancel the scheduled activity prior to scheduled use without liability. Refunds will be made if cancellation by the City is necessary.

Initial \_\_\_\_ Permit fees are due when applications are submitted. Once an application is assigned/issued a contract number \_\_\_\_\_ then the refund/cancellation policy becomes applicable. All cancellations, adjustments or rescheduling must be \_\_\_\_\_ submitted in writing by the applicant or responsible party listed on the "Application for Athletic Field Use."

Initials\_\_\_\_ Sacramento City Code section 12.72.135 prohibits smoking in all City parks.

## Rules and Regulations

- Initial \_\_\_\_ I agree to call the Field Status line at (916) 277-2336 three (3) hours prior to my scheduled field use. If the fields have been closed, I will not use the fields.
- Initial \_\_\_\_ "If I, the Applicant, am not the Responsible Party, I represent and warrant that I am authorized to execute this application on behalf of the "Responsible Party."
- Initial \_\_\_\_ I also agree that I will: (1) be financially responsible for any costs incurred by the City for damages to City property; (2) be financially responsible to reimburse City reasonable attorney fees to enforce the provisions of any contract that is issued for the activity described in this application; (3) forfeit all fees and deposits as partial compensation to the City for any costs associated with the enforcement of the provisions of the application or reservation; (4) forfeit all fees and deposits if it is determined that I have provided false information on the application; (5) be financially responsible for any City costs that exceed fees and deposits already collected by the City for enforcement of provisions related to this application or reservation.
- Initial \_\_\_\_ "The Responsible Party agrees to fully indemnify, defend, and save harmless, the City of Sacramento, its officers, agents, employees, and volunteers from and against all actions, damages, costs, liability, claims, losses, judgments, penalties and expenses of every type and description, including, but not limited to, any fees and/or costs reasonable incurred by the City of Sacramento's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities"), to which any or all of them may be subjected, to the extent such Liabilities are caused by or result from any negligent act or omission or willful misconduct of the Responsible Party in connection with its use of City of Sacramento facilities. This shall be a continuing release and shall remain in effect until revoked in writing.
- Initial \_\_\_\_ I hereby attest that the information contained in this application is true and correct. **I understand that this is only an application and not a guarantee an activity/event will be allowed to commence.** If a contract is issued, I agree that: (1) if any of the information contained in the application is found to be false; or (2) should my conduct, or the conduct of any participants or guests, not be as described in the application; or (3) should any applicable City, County, State or Federal rules, regulations, codes or laws be violated, any contract issued shall automatically become null and void and any activity associated with this reservation will immediately cease. If the activity has not yet taken place, the contract will be cancelled.
- Initial \_\_\_\_ General liability insurance coverage, in the amount of \$1 million that covers the participant, is required for youth practice, and all Games or Tournaments. Insurance is not required for adult practice. The City of Sacramento requires all certificates of insurance to be submitted on a standard ACORD form, or on the insurance company's letterhead. The City of Sacramento must be listed as the certificate holder as well as an additional insured with respects to General Liability. An endorsement naming the "The City of Sacramento, its officials, agents, employees and volunteers" must accompany the certificate of insurance. The endorsement page is often referred to as page CG 2011.
- Initial \_\_\_\_ All debris and trash must be removed from the permitted site immediately after the said activity. Failure to do so may require the City to call upon the City Solid Waste Department. All expenses will be the responsibility of the applicant. When the applicant uses City recyclable receptacles all rights of ownership are forfeited.
- Initial \_\_\_\_ Per City Code 12.72.180 in City parks which do not have toilet facilities the City of Sacramento requires one (1) chemical toilet for any activity where the estimated attendance exceeds fifty (50) persons. The figure is based upon the maximum number at your activity during peak time.
- Initials \_\_\_\_ I agree to report any discrepancies, complaints, or concerns within **48 hours** of field use. Refund requests other than your facility deposit will not be returned if the request is made more than **48 hours** after your activity. These instances can be reported by telephone at (916) 808-6060, by fax at (916) 454-3956 or through E-mail at [sacrecreation@cityofsacramento.org](mailto:sacrecreation@cityofsacramento.org). If you have safety concerns, or on-site problems please contact Park Safety Services through the City Operator at 311.

## Agreement and Signature/Payment Information

I the undersigned representative have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein is complete and accurate.

Name (printed):	Signature:	Date:
Amount Due:	Cashier Initials:	
___ Check or Money Order#:	___ Cash	