



THE GROVE PARK USE APPLICATION/PERMIT

Applicant/Contact Name: _____

Organization's Name: _____

Address: _____

Daytime/Event Day Phone: _____

Description of Activity: _____

Anticipated Attendance: _____

Date Requested: _____

Hours of Use: From: _____ am / pm To: _____ am / pm

Will alcohol be served or sold at this function? No Yes

(If alcohol is to be sold separately, a State Dept. of ABC permit is required)

Is this a public or community event?* Yes No

Will food or beverage be served (given away or sold)?* Yes No

(*If yes to both of these questions a temporary food facility permit from Contra Costa County Environmental Health is required and proof of this must be supplied before final approval of the city rental application. See www.cchealth.org/EH.)

Area of Desired Use: Gazebo Group Picnic Shelter Plaza Area

Entire Facility (Rental requires a separate Temp. Use Permit)

Sound/Music Amplification? ___Yes ___No

Fees: Note: All fees are due at time of application. Make checks payable to City of Clayton

The undersigned hereby agrees to be responsible for the repair of any damage to the facility occurring during and by this use, and agrees to be responsible for the conduct of all persons attending this function. Applicant further agrees to execute the required City of Clayton Hold Harmless Agreement, and to submit to the City any required certificates of insurance. The undersigned has received a copy of the Park Use Policies and agrees to comply with the rules and regulations therein.

Applicant/Designated Representative

Date

Hold Harmless Agreement

As applicant, or an officially authorized representative of the applicant, agree that as a condition of use of The Grove Park Facilities, the applicant hereby agrees to, and shall defend, indemnify and hold the City of Clayton, its officials, officers, directors, employees, volunteers and agents harmless from and against any or all loss, liability, expense, claim, costs, suits and damages of every kind, nature and description, directly or indirectly, arising from usage or activities for which The Grove Park Use Permits are granted.

Applicant/Designated Representative

Date

City of Clayton Use Only

Category: Resident Non Resident Commercial Community

Gazebo # of hours _____ @ \$ _____ per hour = \$ _____ 211-5602-00

Group Picnic Area # of hours _____ @ \$ _____ per hour = \$ _____ 211-5602-00

Plaza Area # of hours _____ @ \$ _____ per hour = \$ _____ 211-5602-00

Entire Facility # of hours _____ @ \$ _____ per hour = \$ _____ 211-5602-00

Amplified Sound # of hours _____ @ \$ _____ per hour = \$ _____ 211-5602-00

(Equipment Usage Fee)

Alcohol Permit \$ _____ 101-5302-00 #AP

Noise Permit \$ _____ 101-5301-00 #NP

Deposit (refundable) \$ _____ 211-2730-00 # _____

Receipt #: _____ TOTAL FEES \$ _____

Note: Limitations and penalties may apply for late cancellations, except for rain outs when an acceptable alternate date is unavailable.

-
- Hold harmless agreement signed.
 - Signed park rental policy received.
 - Proof of insurance received/attached (only if serving alcohol)
 - Copy of identification (i.e. driver's license, photo ID)

Adjustment of rental fees approved by: _____ Date: _____

Application / Permit accepted by: _____ Date: _____

Deposit Refund

City of Clayton Use Only

Deposit on file: \$ _____ Acct#: 211-2730-00/ Proj# _____

Less Deduction(s)*: \$(_____) Acct#: _____

Total Refund: \$ _____ **Acct#: 211-2730-00/ Proj#** _____

*Reason for deduction of deposit funds: _____

Notes: _____

Payable to: _____

Vendor #: _____

Authorized by: _____ Date: _____

City Manager: _____ Date: _____