



**PARK INTENT TO USE APPLICATION**

(APPLICANT MUST BE 18+ YEARS)

**A nonrefundable Application Fee of \$50 is due at the time of booking your event. Max Capacity is 50 people.**

**Permits**

- Encroachment                       Neighborhood Park Intent to Use

Applicant Name (will also be main contact for event): \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Total Expected Attendance: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

\*Event hours is your total access time, including setup and cleanup. Applicants will be responsible to ensure event starts and ends as stated within this application, this includes allowing enough time for setup and cleanup.

Park/Location: \_\_\_\_\_

<input type="checkbox"/> <b>MON</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>TUES</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>WED</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>THU</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>FRI</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>SAT</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	Event End	___	AM / PM	Access End	___	AM / PM
<input type="checkbox"/> <b>SUN</b>	Access Start	___	AM / PM	Start Time	___	AM / PM	End Time	___	AM / PM	Access End	___	AM / PM

**AGREEMENT AND RELEASE OF LIABILITY**

The undersigned or, if signing for an organization, that organization, certifies that the above information is accurate and correct, and that the undersigned has read and understood the Park Rules and Regulations as set forth by Livermore Area Recreation and Park District pertaining to the use of LARPD facilities. To the maximum extent permitted by law, the undersigned or, if signing for an organization, that organization, on behalf of itself and all parties claiming by or through it, hereby releases and agrees to indemnify and hold LARPD free and harmless from and against any and all liability, harms, injuries, claims, damages, or causes of action arising out of or in any way connected with or related to the use or occupancy of the facility(ies) including, without limitation, any personal injury or property damage suffered by any user of the facility(ies) or any guest, vendor, agent, employee, or member thereof, whether caused by the act or neglect of the user, a third party, LARPD, agents or employees thereof, *force majeure*, or by any allegedly dangerous condition of the facility(ies) or surrounding area.

**Applicant Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PARK RULES AND REGULATIONS**

I certify that I, the applicant reserving with Livermore Area Recreation and Park District, am at least 18 years of age. I understand I am responsible for adhering to all of the Park Rules and Regulations, including those that may not be listed within this Application but are part of the Livermore Area Recreation and Park District's Ordinance No. 8 Rules and Regulations. The Park Rental Rules and Regulations are attached to this agreement for my review and understanding.

**The following requirements include, but are not limited to, the following:**

1. Any group of (15) people or more will need a park permit to conduct, organize, take part in or address, any meeting, organized gathering, celebration, parade, service, organized sporting events or any other group activity in or on District facilities or parkland.
2. Applicant will be held responsible for the cleanup and condition in which the facility is left in accordance to the Park Rules and Regulations. Failure to adhere to the cleaning guidelines or any damages to LARPD property, including the facility parking lot, will result in the applicant being charged for all damage and additional cleanup. Charges will be billed to the applicant and a hold will be placed on the applicant's household account for all future rentals or registration activities with LARPD until the charges are paid in full.
3. Applicant, guests, and event attendees are required to follow the District's Ordinance No. 8 Rules and Regulations pertaining to all District park facilities which are enforced by District Rangers, LARPD staff, and local law enforcement. Failure to follow the District's Rules and Regulations will result in the event being cancelled and a refund of fees will not be granted.
4. Alcohol is not permitted in any LARPD facility unless previously approved by an LARPD staff person and stated on the permit.
5. No staking or bolting of any kind within Park grounds and/or facilities. Obstacles, equipment, fencing, and tents are to be secured by weight only. All equipment and obstacles must be approved by LARPD staff before the event.
6. Overnight storage of any equipment or personal items is not permitted. LARPD cannot be held responsible for any items left behind.
7. Smoke, mist machines, e-cigarette devices, tobacco or tobacco like products, or vapor type devices are prohibited in all LARPD facilities, including but not limited to any buildings, parks, open space, sports fields, swimming pool, parking lot, side walk, trails, restrooms, and historical site or structure.
8. No smoking, unless in a place designated and posted or temporarily permitted for such use.
9. Parking is not allowed in designated red zones. Violations are the responsibility of the driver/owner of vehicle parked illegally.

- 10. BBQ permitted in designated BBQ pits. Coals are not to be thrown into dumpster and/or garbage receptacles.
- 11. Applicant and participants are to stay in designated locations as listed on the LARPD permit. Gates that are locked signify area that are not available for entry or storage. Children must be supervised at all times.
- 12. Vehicles may not be driven inside the facility and/or park grounds; all vehicles must remain in designated parking areas.
- 13. Overnight RV parking is permitted in designated locations. Unauthorized RV, vehicles, or any other motorized equipment will be removed from the facility at the applicant and/or owner's expense, the deposit will be forfeited, the event will be cancelled, and a refund will not be issued. All overnight RV parking must be communicated and authorized by LARPD staff prior to scheduled rental.
- 14. Applicant is responsible for ensuring that animal waste is cleaned up and disposed of in designated dumpster and/or garbage receptacle.

I understand that failure to comply with this application and the Livermore Area Recreation and Park District's Park Rules and Regulations may lead to my inability of being able to rent future events and/or register for programs and activities with the Livermore Area Recreation and Park District. I have read and understand the cleaning requirements of Livermore Area Recreation and Park District. I further understand that even if I delegate these responsibilities to other members or service agencies for which I have contracted, such as caterers, decorators, etc., I still have the ultimate responsibility to return the facility to its original conditions.

**Applicant's Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_