



OUTDOOR PICNIC FACILITY PERMIT APPLICATION

Renter Information

Contact Person: First Name _____ Last Name _____

Street Address _____

City _____ State _____ Zip Code _____

Phone (Best) _____ Phone (Other) _____ Email _____

Reservation Information

Desired Picnic Area _____ Event Date _____

Hourly Rental

Start Time _____ End Time _____

Rental time includes set-up & clean up

Type of Gathering

Birthday Party Service Group Carnival
 Family Gathering Reunion Concert
 Company Picnic Assembly Wedding
 Other

****Some requests may require a special event application & permit.**

Items needed (if accessible)

Picnic Benches Needed 1 or 2 (please mark) BBQ Trash Receptacles

Special Applications & Approval (additional fees may apply)

DJ/Radio/Music Amplification _____ Department Approval _____ Date

Bounce House (special permit required) ALL bounce houses may not use District electricity and must be run on a generator.

Name of bounce house company _____ Date LIABILITY INSURANCE provided by bounce house company _____

_____ Renter's Initials

Park Reservation Policies & Procedures

General Rules

- Parks are cleaned daily. The District parks are public places, and cannot guarantee the reserved park will be clean upon arrival.
- Park must be returned to original condition before leaving. Representative/Organization will be held responsible for all damages and/or additional custodial services required, and deposit may be subject to forfeiture.
- All users must comply with federal, state and local laws and regulations including Sacramento County Health Department requirements for serving food.
- Electricity may or may not be operational at facility. No refunds will be given if power is not working.
- Enforcement of these rules and rules concerning alcohol and amplification are the responsibility of the authorized representative/organization and he/she must be present for the duration of the permit.
- Permits must be acquired at least 10 days prior to event.

_____ Renter's Initials

Reservation Changes, Moves, or Cancellations

- Fees for picnic areas must be paid at the time of reservation. There are no refunds or cancellations. Reschedules are allowed in the event of rain or inclement weather.

_____ Renter's Initials

Not Permitted During Park Reservations

- Driving into the park or onto the lawn
- Devices that will destroy park lawn or grounds (slip-n-slides, water slides, water balloons, trampolines, stage platforms, etc.)
- Alcohol
- Fires outside the barbecue grills provided.
- Bounce houses using Districts electricity or without special permit.

_____ Renter's Initials

I agree to accept and abide by the rules and regulations of the Rio Linda Elverta Recreation and Park District

Renter's Signature _____ Date _____

Received By: _____ Date Received: _____ Fees Paid: \$ _____