



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

☐ Shuffleboard Gazebo
☐ Playground Gazebo
☐ Depot Park Gazebo
☐ Westside Park Picnic Area

Event Date _____

Hourly Rental		Type of Gathering		
Start Time _____	End Time _____	☐ Birthday Party	☐ Service Group	☐ Carnival
Rental time includes set-up & clean up		☐ 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 circle) ☐ BBQ ☐ Trash Receptacles

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 its original condition before leaving. Representative/Organization will be held responsible for all damage 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 the 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 14 days prior to event.

Renter's Initials

Reservation Changes, Moves, or Cancellations

- Fees for picnic areas must be paid at the time of the 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

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 _____

FOR OFFICIAL USE ONLY

Received By: _____ Date: _____

Rental Fee: \$ _____

Refundable Deposit: \$ _____
(Westside Only)

Deposit Returned ____ Yes ____ No