



Application & Agreement for Use

Oroville Parks & Facilities

Various Locations, Oroville, CA 95965

Mail to: 1735 Montgomery St. Oroville, CA 95965

Date Received:	
Check List:	
<input type="checkbox"/>	Scheduled
<input type="checkbox"/>	Deposit Paid
<input type="checkbox"/>	ABC License
<input type="checkbox"/>	Alcohol Permit
<input type="checkbox"/>	Insurance
<input type="checkbox"/>	Rental Paid
<input type="checkbox"/>	Business License
<input type="checkbox"/>	Deposit Returned

Applicant Name: _____ Phone: _____

Applicant Address: _____

City/State/Zip: _____

Event Type: _____ Event Date: _____

Organization: _____ Use Time: _____

Insurance Company: _____ Cert. No. _____

Park Rental Times

9AM - 1PM

2PM - 6PM

Alcohol Permit NO. of Guest: _____ (Separate Application along with an ABC License)

FACILITY REQUESTED

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Lott Home / Sank Park | <input type="checkbox"/> Hammon Park |
| <input type="checkbox"/> Centennial Plaza | <input type="checkbox"/> Hewitt Park |
| <input type="checkbox"/> Feather River Nature Center | <input type="checkbox"/> Rotary Park |
| <input type="checkbox"/> Other _____ | |

KEY NEED TO BE PICK UP AT CITY HALL 2 DAY BEFORE THE EVENT: THURSDAY 8AM-5PM OR FRIDAY 8AM-NOON

SERVICES REQUESTED

- | | | |
|---------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Patio | <input type="checkbox"/> Heat/Cool ON |
| <input type="checkbox"/> Water Spigot | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Irrigation System Off |
| <input type="checkbox"/> BBQ | <input type="checkbox"/> Gazebo | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Bocce Ball | <input type="checkbox"/> Coach Room | |

TYPE OF FUNCTION

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Wedding / Reception | <input type="checkbox"/> Birthday Party | <input type="checkbox"/> Picnic/ BBQ |
| <input type="checkbox"/> Lunch / Dinner | <input type="checkbox"/> Concert | <input type="checkbox"/> Other _____ |

The City does hereby grant to User, permission to use the *above* stated park or facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment.

IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this

_____ day of _____, _____. (Checks or Purchase Orders made out to **City of Oroville**)

City Authorized agent: _____

Applicant Signature: _____

Oroville PARKS AND FACILITIES Contract Addendum

The City of Oroville grants the privilege and right to use the Oroville PARKS & FACILITIES under the terms, conditions, and limitations herein specified.

1. Alcohol Service

If alcohol is served, the Client must obtain and submit an **ABC License** and **City Permit** for approval **before the event**. ABC License Type 532 allows temporary sale of beer or wine for consumption on-site on the licensed date(s). The certificate must be **posted at the event**. Visit www.abc.ca.gov for license details.

2. Cancellation & Refund Policy

LOTT-SANK PARK: in the event of cancellation, 50% of the park use fee will be refunded. A full refund maybe made in the event of inclement weather.

BEDROCK, HAMMON, HEWITT & ROTARY PARKS: in the event of cancellation, 50% of the park use fee will be refunded. If cancellation is made 5 days or less prior to the event, the renter will forfeit 100% or use fee. In the event of inclement weather, a full refund may be made.

**** Refund will be mailed within 20 working days of CANCELLATION. ****

Please initial that you understand the Park use Fee Procedure & Policy above: Intl. _____

1. Parks & Facilities Fees

FEES & PERMITS	ACCOUNT NO.	AMOUNT
Park Use Fee		\$
Cleaning Deposit	620-2525	\$
Alcohol Permit		\$
Amplification Permit		\$
	TOTAL	\$

2. Equipment Check-in/ Check-out

EQUIPMENT ISSUE	Issue Date	Return Date
Keys No. _____		
Water Spigot		
Bocce Ball Set		

Signature: _____

DEPOSIT (CHECK/ CASH): _____

Date: _____

DATE: _____

Signature: _____

DEPOSIT RETURNED: _____

Date: _____

ANY DEPOSITS TO BE SUBMITTED THE WEEK BEFORE YOUR EVENT – CASH OR CHECK ONLY

Thank you for your cooperation!