



TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

PARK RESERVATION & USE PERMIT APPLICATION

LOCATION

CORNELL PARK

- Shaded Picnic Area, Baseball Field, Soccer Field, Bocce Ball Court, Horseshoe Pits, Pickle Ball Court

RAVENSWOOD PARK

- Covered Picnic Area #1, Covered Picnic Area #2, Soccer Field

EVENT

Date Submitted: Event Date: Set up Times: Actual Event Times: Take down/Clean-up: Estimated Attendance:

Jump House - If yes, name of company Phone number

No Alcohol No Food Trucks/Carts

If alcohol is on site, this may be reason to forfeit deposit Signature

CONTACT

Name/ Organization: Address: E-mail Address: Main Contact: Phone Number: Secondary Contact: Phone Number:

The rental fee and deposit are due the day you make your reservation. The rental fee may be paid by check, money order, cash, Visa or Mastercard. The damage deposit is required to be paid separately from the rental fee by check or money order made payable to the "Town of Discovery Bay CSD." Park Rental cancellations occurring five (5) business days or more prior to the event will be refunded all fees and deposit(s). Cancellations occurring four (4) business days or less prior to the event will forfeit all applicable fees but be refunded all of the deposit.

NO ALCOHOL IS ALLOWED AT ANY PARK

For Accounting Use

Rental Rate: _____ Deposit Amount: _____ Deposit Ck # _____

Number of Hours: _____ Date Rental Fee Paid: _____ Ck # _____ Cash Credit Card

Total: _____

Staff Signature: _____ **Date:** _____

Fee Waiver Approved by Town General Manager: _____ **Date:** _____

WAIVER, RELEASE & INDEMNITY

Waiver, Release and Indemnity Agreement: The person signing this Agreement warrants that he/she has the authority to execute this Agreement or on behalf of the Organization/Group and that he/she or the Organization/Group will be bound to the terms of the Agreement by such signature. I hereby understand this application is to request usage of a Park area and accept personal responsibility for damage sustained and/or cost incurred by the Town of Discovery Bay CSD because of the occupancy of said premises by myself or my Organization/Group. I, or my Organization/Group, agree to fully reimburse the Town of Discovery Bay CSD for any damage arising from the use of said Park, and costs and/or attorneys' fees, if any, incurred in collection. I have received, read and fully understand the rules, regulations and policies for use of the Park area. I agree to abide by, inform my Organization/Group, and enforce the rules, regulations and policies of the Town of Discovery Bay CSD governing the use of the Park area. I understand and agree that failure to abide by the rules, regulations and policies of the Town of Discovery Bay CSD shall result in the immediate loss of privileges of use of the Park area and/or privileges for future use. I also agree to hold the Town of Discovery Bay CSD, its officers, employees, the individual members thereof, agents, and volunteers, harmless from any damage, liability, cost or legal expense that may arise during or be caused in any way by such use or occupancy of the Park area. I agree that this Waiver, Release and Indemnity Agreement is binding on my heirs and assigns. **By signing below the applicant agrees to comply with all local, state, and federal laws.**

Applicant Signature: _____ **Date:** _____

FOR PARKS/LANDSCAPE STAFF ONLY

Note any Pre-existing damage to the area: _____

Note any damage or cleaning needed to the premises: _____

Deposit Amount: _____

Cost on Damages: _____

Cost on Cleaning: _____

Deposit Returned: _____

Staff Signature: _____ **Date:** _____

Renter Signature: _____ **Date:** _____