



City of Paso Robles Community Services Department
 600 Nickerson Drive • Paso Robles, CA 93446 • (805) 237-3988 • FAX (805) 237-6424
 After hours maintenance issues contact: **Police Department, (805) 237-6464**
www.prcity.com/recreation

APPLICATION FOR USE OF FACILITIES

Please read the policies and procedures on the reverse side. Rental charges must be paid at time of reservation to the "City of Paso Robles."

Type of Event: _____ Estimated Attendance: _____

Date(s) Requested: _____ Day(s) Mon Tue Wed Thu Fri Sat Sun

Start Time: _____ am/pm End Time: _____ am/pm

Permit time includes all set-up and clean-up time.

Preferred Facility		Area Requested		
<input type="checkbox"/> Centennial Park	<input type="checkbox"/> City Park	<input type="checkbox"/> Acorn Room	<input type="checkbox"/> Ball Field	<input type="checkbox"/> Banquet Room
<input type="checkbox"/> Larry Moore Park	<input type="checkbox"/> Municipal Pool	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Gym Meeting Room	<input type="checkbox"/> Kitchen
<input type="checkbox"/> Pioneer Park	<input type="checkbox"/> Robbins Field	<input type="checkbox"/> Live Oak Room	<input type="checkbox"/> Patio	<input type="checkbox"/> Pickleball Courts
<input type="checkbox"/> Sherwood Forest	<input type="checkbox"/> Sherwood Park	<input type="checkbox"/> Picnic Area	<input type="checkbox"/> Soccer Field	<input type="checkbox"/> Swimming Pool
		<input type="checkbox"/> Tennis Courts	<input type="checkbox"/> White Oak Room	

- Will alcohol be consumed at this event? NO YES A "City Alcohol Use Permit" is required
 (Security may be required for your event)
- Will there be music? NO YES Noise restrictions apply per reverse, section 7
- Will minors be present? NO YES Adequate adult supervision must be present
- Will bounce house be used?
 (not allowed at City Park) NO YES Must submit a vendor's Certificate of Liability Insurance

■ **Organization Name:** _____

■ **Applicant's Name:** _____

Address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

E-mail address: _____

WAIVER Policies and Procedures on reverse side of application have been carefully read. Initials: _____

Release, Hold Harmless And Agreement Not To Sue

I fully understand that my participation in the use of a city facility exposes me to the risk of personal injury, death, or property damage. I hereby acknowledge using city facilities and agree to assume any such risks.

I hereby release, discharge and agree not to sue City of Paso Robles for any injury, death or damage to or loss of personal property arising out of, or in connection with, my participation in a facility rental from whatever cause, including the active or passive negligence of a scheduled event or any other participants in the facility rental.

In consideration for being permitted to participate in the use of city facilities, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless City of Paso Robles from any and all claims, demands actions or suits arising out of or in connection with my participation in the facility rental.

I have carefully read this release, hold harmless and agreement not to sue and fully understand its contents.

I am aware that it is a full release of all liability and will sign it on my own free will.

■ **Signature of Applicant:** _____ **Date signed:** _____

Applicant must be at least eighteen (18) years of age to sign this agreement. If alcohol is served, the applicant must be at least twenty-one (21) years of age to sign this agreement.

Facility Reserved _____	Area _____	BBQ Combo # _____
Approved By: _____	Date _____	Permit # _____
Deposit submitted \$ _____	<input type="checkbox"/> Check # _____	<input type="checkbox"/> Cash <input type="checkbox"/> Credit/Debit
Rental fee \$ _____	Insurance \$ _____	Alcohol \$ _____ <input type="checkbox"/> Check # _____ <input type="checkbox"/> Cash <input type="checkbox"/> Credit/Debit
Deposit Refund of \$ _____	Date _____	Applicant Signature _____
Total Paid _____		

1. An "Application For Use Of Facilities" form must be submitted no less than 7 days or more than 180 days prior to the date of the requested reservation date. Exceptions to the submission time-line may be granted.
2. Users are expected to abide by all laws and ordinances set forth by all local, state and federal agencies. Users are also expected to comply with rules and regulations for facility use and obey all City staff members in attendance at facility. Users should pay special attention to all noise ordinances. Failure to comply will result in cancellation of permit and loss of fees paid.
3. The City of Paso Robles may refuse to reserve or cancel any application for due cause. Written notice of refusal or cancellation with appropriate explanation will be given by the department not less than seven days prior to the event.
4. Appeals to adjust or waive fees will only be considered by the Director of the Community Services Department. Appeals to the decision can be made to the City Council.
5. A \$10 processing fee will be deducted from application fees for cancellations received prior to seven days before the scheduled use. No refunds will be made for cancellations received less than seven days prior to the scheduled use. A full refund of fees paid to the City will be made in case of inclement weather conditions. If the event is terminated by police or other city staff for non-compliance with rules and regulations, the deposit and/or application fees will not be refunded.
6. City of Paso Robles sponsored events will retain first priority for use of all facilities.
7. Music and noise are subject to City noise ordinance sections, specifically 9.07.010 through 9.07.030. Applicants using amplified sound (music, announcer, etc.) shall have someone continuously monitoring the sound levels to ensure they comply with City ordinances and are available to adjust sound levels if necessary.
8. Youth groups must have adult sponsors who guarantee observance of these rules and regulations. A minimum of one adult per 25 youth is required at the activity.
9. The presence of, and the serving of, alcoholic beverages is not permitted on City premises, except under the following conditions: (a) City Alcohol Use Permit has been approved; and if sold; (b) a daily license from the Alcoholic Beverage Control (ABC) Office is obtained; (c) and all ABC rules and regulations are actively enforced. Security may be required for your event.
10. Renter shall not use the City of Paso Robles' name to suggest endorsement or sponsorship of the event without prior written approval of the City of Paso Robles Manager or his/her designee. Renter's publicity of the event shall clearly and accurately identify the name of the sponsoring organization or individual.
11. Renter shall indemnify, defend, and hold harmless the City of Paso Robles, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Renter's use of occupancy of the Facility and adjoining property, unless solely caused by the gross negligence or willful misconduct of the City of Paso Robles, its officers, employees, or agents.
12. Renter may be required to procure and maintain general liability insurance against any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Renter's use or occupancy of the City of Paso Robles facilities and adjoining property in the amount of \$1,000,000 (one million dollars) per occurrence. Such insurance shall name the City of Paso Robles, its officers, employees, and agents as additional insured on an endorsement prior to the rental date of the Facility. Renter shall file certificates of such insurance with the City of Paso Robles, which shall be endorsed to provide thirty (30) days notice to the City of Paso Robles of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the City of Paso Robles may deny access to the Facility.
13. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Renter, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self-insurance available to the City.
14. Renter shall report in writing any personal injuries or property damage arising at any time during and/or arising out of or in any way connected with Renter's use of occupancy of the City of Paso Robles facilities and adjoining property to the City of Paso Robles Manager or his/her designee as soon as practicable.
15. Renter waives any right of recovery against the City of Paso Robles, its officers, employees, and agents for fires, floods, earthquakes, civil disturbances, regulation of any public authority, and other causes beyond their control. Renter shall not charge results of "acts of God" to the City of Paso Robles, its officers, employees, or agents.
16. Renter waives any right of recovery against the City of Paso Robles, its officers, employees, and agents for indemnification, contribution, or declaratory relief arising out of or in any way connected with Renter's use or occupancy of the Facility and adjoining property, even if the City of Paso Robles, its officers, employees, or agents seek recovery against Renter.
17. All tournaments are expected to comply with the Barney Schwartz Park Tournament Facility Use Policy.