COMMUNITY SERVICES DEPARTMENT
PERMIT FOR USE OF FIELDS/PICNIC SHELTERS

Picnic Shelter Requesting (please circle) :	Harveston Margarita Meadows Ronald Reagan Pala Temeku Hills
Roller Hockey Rink (please circle):	Margarita Ronald Reagan

Field Requesting: (please check)	**Temeku Hills: #1____ #2____**	**TMS: 60'____ 90'____ Soccer_____**	**TES: #1___ #2___**
	Paloma Del Sol: #1___ #2____	**Harveston : Soccer ____ Baseball #1____ #2____**	
	Ronald Reagan Sports Park: #1-8 ____	**North/South: ____**	**Upper South: ____**

Date(s) Reserving:	**Hours:** From: _____ To: _____
Type of activity/event:	
Name of Organization:	**Non-Profit # (if applicable): (Proof of status required)**
Name and Title of Applicant:	

Mailing address:	**City:**	**Zip Code:**
Home Phone: ( )	**Work Phone:** ( )	**Cell Phone:** ( )
Email Address:		
Alternate Contact - **Name:**	**Phone: ( )**	

Number Attending: #			**Charging Admission (circle one):**	**YES**	**NO**
Band(circle one):	**YES**	**NO**	**Food/Beverage(circle one):**	**YES**	**NO**
Disc Jockey:	**YES**	**NO**	**Party Jump(circle one):** ***If yes, which company?**	**YES**	**NO**

Terms and Conditions

1. Fields/Picnic Shelters are not reserved until the completed "Permit for Use of Fields/Picnic Shelter" form, cleaning deposit, rental fees and required insurance certificates have been received and approved by the City. Partial payments will not be accepted. Make check payable to City of Temecula.
2. The applicant is responsible for all clean up of their event. All decorations and trash must be properly disposed of.
3. Any group with fifty (50) or more people in attendance are required to provide the City of Temecula with a certificate of liability insurance in the amount of one million dollars ($1,000,000.00) co-naming the City of Temecula as additionally insured.
4. Fields cannot be formally reserved less than two (2) weeks prior to the proposed date of use. Fields are reserved as is.
5. In the event of a cancellation, by applicant, notice of cancellation must be given to the Community Services Department 72 hours prior to the scheduled event date. A $5.00 cancellation fee will be assessed to all cancellations. Any cancellation by the applicant less than 72 hours prior to the event date will result in the forfeiture of all fees collected excluding the cleaning/damage deposit, which will be refunded.
6. Alcohol is prohibited in all City of Temecula parks.
7. Amplified music must approved by the city and not allowed prior to 8:00am or after 10:00pm.
8. Party Jumps are allowed under the condition the jump company provide the City with a certificate of liability insurance in the amount of one million dollars ($1,000,000.00) co-naming the City of Temecula as additionally insured. A jump professional must supervise the jump at all times or the renter must sign a waiver taking all responsibility for the jump and its occupants.
9. Picnic Shelters come as they are. The City does not provide any additional equipment or guarantee electricity.
10. I, the undersigned, understand that failure to abide by the rules, regulations, policies and procedures listed inside the rental packet may result in the immediate cancellation of the event, cause forfeiture of all rental fees including the cleaning/damage deposit paid, incur additional City charges, incur additional Police charges, and result in the denial of all future applications for use of any Community Service Department facility.

I HAVE READ THE ABOVE AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS

Signature of Applicant: _____ **Date:** _____