



City of Patterson
 Recreation & Community
 Services Department
 1033 W. Las Palmas Ave
 Patterson, CA 95363

FIELD RESERVATION APPLICATION

Phone: (209) 895-8080
 Fax: (209) 895-8189
 recreation@ci.patterson.ca.us
 P.O. Box 667
 Patterson, CA 95363

All Park Reservations require insurance.

Name Phone/Cell:

Address

City State Zip Code

Email _____

Alternate Contact: Phone/Cell:

Non-Profit (Must meet the 501c (3) qualifications) Private Event Special Event Reservation

Name of Organization:

Type of Event: Event Size: (Estimated People Attending)

Date: Check-In: Check-Out:

Include Setup Time

Include Cleanup Time

Facility:	Amenity : (Will you have or need?)	Additional Fee:
<input type="checkbox"/> Sports Park Ball Diamond 1	<input type="checkbox"/> Lights \$20/hour	<input type="checkbox"/> Staffing Fee \$15 per hour, per staff
<input type="checkbox"/> Sports Park Ball Diamond 2	<input type="radio"/> Sports Park Ball Diamond 1	Add On: (For Office Use) <input type="checkbox"/> \$100 Deposit (Park/Season) <input type="checkbox"/> On File # _____
<input type="checkbox"/> Garza Park Ball Diamond	<input type="radio"/> Sports Park Ball Diamond 2	
<input type="checkbox"/> Soccer Field	<input type="radio"/> Sports Park Soccer Field	
<input type="checkbox"/> Triangle Soccer Field	<input type="radio"/> Garza Park Ball Diamond	

Use and attach sheet if necessary - all games and practice reservations must be accompanied by a schedule.

Additional Notes / Requests

Insurance Requirements:

General Liability Insurance and Endorsement are requirements:

- 1) \$1,000,000 General Liability Insurance and \$2,000,000 Aggregate
- 2) City of Patterson must be named on the endorsement as "Additional Insured"

HUB International Insurance website: www.eventinsure.com email: specialevent@hubinternational.com

2300 Clayton Road, Suite 300
 Concord, CA 94520
 Phone: 925-609-6500
 Fax: 925-609-6550
 CA License # 0757776

Approved: Date:

Application Continues on back

FACILITY HOLD HARMLESS WAIVER

The undersigned agrees to indemnify and hold harmless and defend, the City of Patterson, its officials, employees, volunteers, agents and representatives against any and all claims or liabilities of any injury or death to any person or damage to property in any manner arising out of or incident to the performance of this agreement, including without limitations all consequential damage, whether or not resulting from the negligence of the undersigned or their agents or guests.

Signature

Date

KNOWING AND VOLUNTARY EXECUTION

I have carefully read this application and fully understand its contents. I am aware that this is a contract between myself and the City of Patterson and I sign this application on my own free will.

Signature

Date

The City of Patterson, Recreation & Community Services Department hopes you enjoy using our facilities. If you have any questions or problems please call the Recreation & Community Services Department at 209-895-8080 during regular business hours, M-Th 8:00 a.m. - 6:00 p.m., Friday 8:00 a.m. - 5:00 p.m. or 911 in case of an emergency. If you need assistance during the weekend, please call our part-time parks staff during weekend mornings, afternoons & evenings 495-2370 & weekday evenings from 6 p.m. to 10 p.m.

Facility Information

- Sports Complex - Ball Diamonds** - Field 1 & 2 - Dugouts. Drinking Fountain. Skinned infield. Bleachers.
- Sports Complex - Soccer Field** - One Large Soccer Field. One Small Soccer Field (Triangle). Soccer Goals.
- Garza Park - Ball Diamond** - Near Playgrounds. Near Restrooms. Lights for Ball Diamond.

Reservation Policy

- 1) Reservations are made on a first come first reserve basis.
- 2) All reservations can be made with the Recreation and Community Services through the Reservation Clerk, **at least two (2) weeks before the event date.**
- 3) All fees must be made in full at the time of reservation.
- 4) No changes will be made to the permit 14 business days before the scheduled reservation.
- 5) General liability insurance with an endorsement naming the City of Patterson as additional insured is required. All insurance requirements must be met 6 business days in advance of the event.
- 6) Deposit is required.

Refund Policy

- The following refund policy will be in effect regarding all park and recreation facilities available for reservation:
- 1) A group may cancel their reservation thirty (30) calendar days prior to the reservation; a refund will be given less a \$10.00 administration fee.
 - 2) A cancellation fee based upon 50% of all fees will be assess if cancellation is made after 30 days.
 - 3) In the event the permit holder fails to appear for the scheduled use or cancel with less than 5 days notice, no refunds of fees will be given.
 - 4) A full refund or new reservation will be given due to cancellation cause by inclement weather.

Park Rules (Ordinance 74, 598 & 688)

- 1) No Vehicles on Grass 2) No Alcohol without a Permit 3) No Glass Bottles 4) No Organized Games without a Permit
- 5) No Groups over 50 people without a permit 6) No Special Events without a Permit 7) No Gambling
- 8) No Golfing 9) No Littering 10) Dogs must be on leash & cleaned up after 11) Parks Close at Dusk

FAILURE TO ABIDE BY THESE RULES WILL RESULT IN THE LOSS OF YOUR DEPOSIT.