



Palo Cedro Community Park

Use Agreement

P.O. Box 1112, Palo Cedro, CA 96073 (530) 547-2727

Note: Completion of this agreement does NOT guarantee availability.
Application must be confirmed by Park Rental Coordinator.

Applicant(s) Information			
Rental Package A	Rental Package B	Rental Package C/ Picnic Pavilion	Rental Package D/ Emilie Reedy Memorial Area
Name/Responsible Party:			
Organization/Company Name:			
Address:			
City:	State:	Zip:	
Cell Phone:	Home Phone:	Fax:	
Email:			
Alternate Contact Name:			
Cell Phone:	Home Phone:	Fax:	
Event Information:			
Date of Event:	Start Time:	End Time:	# of Attendance:
Event Description:			
Open to Public: Yes _____ No _____	Concession/Catered: Yes _____ No _____	Band/Music: Yes _____ No _____	

Reservation:

1. Reservation forms and fees must be completed, returned, approved, and paid to the Palo Cedro Community Park before your event can be calendared and reserved.
2. Applicant will receive an approved copy of their reservation, which they will need to have with them on the day of their event. Reservations forms without a Parks staff member's approval signature are not valid.
3. Reservation must be made by a responsible adult over the age of 21.
4. Tables may not be moved from their location; however, the applicant can bring in extra chairs and tables if needed.
5. Reservations for activities involving minors require chaperones. For every 10 minors using the rented space, at least one adult chaperone must always be present during the event, or activity.
6. The Palo Cedro Park is not responsible for any personal property lost, stolen, or damaged during an event, or any items left behind.
7. Notice of cancellation is required 3 business days prior to the event to receive a refund. Refunds may take up to 2 weeks to process.
8. Insurance and deposit will be required for any event having more than 75 people or serving/selling alcohol. See insurance/deposit policy details below.



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Rates and Accommodations:

1. Rental Package A (Up to 25 Attendees)
 - \$25.00 - 2 Hours (Additional time @ \$10.00 Hr.)
 - 1 Small BBQ and 2 Tables
 - \$50.00 Deposit
2. Rental Package B (Up to 50 Attendees)
 - \$40.00 - 2 Hours (Additional time @ \$15.00 Hr.)
 - Either 1 Large, or 2 Small BBQ's and 4 Tables
 - \$75.00 Deposit
3. Rental Package C/Picnic Pavilion Area (Up to 50 Attendees)
 - \$60.00 - 2 Hours (Additional time @ \$20.00 Hr.)
 - Either 1 Large, or 2 Small BBQ's and 6 Tables
 - \$100.00 Deposit
4. Rental Package D/Emilie Reedy Memorial (Up to 25 Attendees)
 - \$35.00 - 2 Hours (Additional time @ \$10.00 Hr.)
 - 1 Small BBQ and 2 Tables
 - \$60.00 Deposit

(Rental option): PC Parks PA system is available to rent for event purposes for \$50.00 a day, with a \$300.00 deposit (to be refunded upon return of undamaged system). Volume of PA system must fall within the decibel limits of the parks use permit.

Decorations:

1. Cellophane tape, adhesive, nails, screws, staples, tacks, or any other devices which may mar or leave a residue are prohibited.
2. All decorations must be fireproof/fire retardant.
3. All decorations and tape must be removed from the area after the event is over.

Set-Up/Clean Up:

1. Included in the rental fee is a ½ hour each for both set-up and clean up.
2. User(s) must leave the space/park in reasonable condition. If additional clean-up is required as a result of rental or event, the renter will forfeit security deposit.

Restrictions:

1. Vehicles allowed in designated parking areas only.
2. Do not staple, or nail flyers to trees, or structures.
3. Dogs must always remain on leash.



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Park Hours: Dawn to Dusk

Insurance and Deposit:

1. Insurance and deposit are required thirty (30) days prior to your event under the following circumstances:
 - The attendance will be over 75 people, or more.
 - Alcoholic beverages will be served or sold.
 - Food will be sold.

Terms and Conditions of Use for the Palo Cedro Community Park:

It is the intent of this Use Agreement to protect the User and PCCAT and to promote a professional working relationship between organizations and/or private parties that is in the best interest of all members of the Palo Cedro Community. This Agreement is subject to the following conditions:

It is the responsibility of User to keep the facilities and the areas immediately adjacent thereto in a high degree of cleanliness at all times following any organized event.

(If Applicable) User shall provide a certificate of insurance which includes general liability insurance, with not less than \$1,000,000 combined single limit liability per occurrence, insuring against liability for bodily injury and property damage with respect to the premises or arising out of the use or occupancy thereof. All policies of insurance provided shall contain a provision naming PCCAT, its officers, agents, employees although named as an insured, shall nevertheless be entitled to recover undersaid policies for loss, injury, or damage to PCCAT by reason of the negligence of User on behalf of itself and its insurance carrier, hereby fully and completely waives any subrogation or reimbursement rights of any type against PCCAT for claims, judgments, settlements, defense costs or liabilities paid as a result of User use of the premises referred to herein.

Palo Cedro Community Action Team (PC Park) Insurance Carrier:

Siskiyou Insurance Services
P.O. Box 491600
857 Mistletoe Lane
Redding, CA
530-224-2345

User shall assume the defense of and indemnity and save harmless, the PCCAT, its officers, employees, and agents from and against all actions, damages, costs, liability claims, losses, and expenses to which they may be subjected by reason of, or resulting from the performance of the agreement by user.

Alcohol Consumption:

The use of alcoholic beverages is prohibited in Palo Cedro Park unless user(s) obtains all necessary documentation i.e. permits and/or licenses needed for alcohol consumption in a public forum, in addition to Park officer's approval. Alcohol shall only be consumed in a single designated area, not to exceed 40 x 40 sq. ft.

Please consider all safety precautions when using BBQ's.



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User shall make no alterations, additions, or improvements in or on the facility unless first approved by PCCAT in writing. Any such alterations, additions, or improvements made upon PCCAT's approval shall become the property of the Facility and shall remain a part of the premises.

Facility closure policy: Playing at the Facility under any of the conditions listed below can damage the facility and make it unplayable. Play at any facility is prohibited under any of the following conditions:

- The facility is closed by the PCCAT for renovation, or repair
- Standing water is present on grounds
- 0.25" of rain or more has fallen within the previous 24 hours
- Grounds are frozen.
- Grounds are wet and/or "spongy"
- Grounds are muddy and soil clumps or clings to shoes.
- Steady rain is falling
- A lightning/electrical storm is occurring
- The facility is deemed unsuitable for use by the PCCAT for any reason

User is subject to the provisions of this Use Agreement and will not discriminate or permit discrimination against any person or class of persons by reason of race, color, national origin, sex, or marital status in any way.

 Chairperson Date _____
 Palo Cedro Community Action Team

 Chairperson/User Group Date _____

