



PUBLIC PARK – EVENTS SPECIAL USE PERMIT APPLICATION

CITY OF CARPINTERIA
5775 CARPINTERIA AVENUE
CARPINTERIA, CALIFORNIA 93013
(805) 755-4432 Fax: (805) 684-5304

Applicant's Name: _____ Application Date: _____
First Last

Address: _____ Phone: _____ Email: _____

_____ City State Zip

DESCRIPTION OF COMPANY/ORGANIZATION

Business/For-Profit Organization Government agency Non-profit organization: 501 (C) number (required): _____

Name of Organization: _____

Purpose of Organization: _____

Person in charge during event: _____
Name Email Phone

DESCRIPTION OF EVENT

Park Name or Location: _____

Event Date(s)*: _____ Type of Event: _____

Start Time*: _____ End Time*: _____ Estimated Attendance: _____

Note: For events continuing beyond one weeks' time and/or varying times, please **attach a separate schedule with specific information pertaining to which parks and at what times you wish to schedule. A **league schedule indicating all dates and times must be submitted along with this application form.** Set up and clean up times must be included in start and end times.*

Use of Picnic Area (BBQ): YES NO If yes, indicate which site: SITE 1 SITE 2 SITE 3

If charging a fee to your event, state the amount: \$ _____ Purpose: _____

How will the site be used, include approximate number of vehicles (used for event and needed for parking), animals, structures, and equipment? _____

Affected Streets: _____

Traffic Control Plans: _____

Will this event cause any disturbance, noise, or congestion in the vicinity of the proposed event? YES NO

If yes, please explain: _____

Support Requirements: TRAFFIC CROWD CONTROL STREET CLOSURE NONE OTHER: _____

PARKS/FIELD RESERVATIONS FEES

Security/Cleaning Deposit	\$100.00 per section
Field Preparation	\$60.00 per day
El Carro Field Rental, 3 fields available	\$27.50 per hour, per field
Viola Fields Rental, 2 fields available	\$27.50 per hour, per field
BBQ/Picnic Reservation (El Carro, Monte Vista, Memorial Parks)	\$35.00 per site
Large Group Camping	\$600.00 per day
Salt Marsh Amphitheater, 2 hour minimum	\$50.00 per hour
Misc. Park Facilities (Viola Parking Lot, Seaside Park)	\$50.00 per hour
Adult Softball	see Parks and Recreation Staff for fees

Programs for local Carpinterian youth may receive waivers or discount.

PARK RULES

CMC 12.24

As part of the **PUBLIC PARK-EVENTS SPECIAL USE PERMIT**, the City requires a **\$100.00** cleaning/damage deposit for **ALL** park reservations. *As an authorized event and user, you are responsible for informing your group and obeying the park rules:*

1. Alcohol is prohibited.
2. Amplified sound is prohibited.
3. Smoking is prohibited.
4. Trash is to be bagged and disposed of in dumpsters if available (El Carro and Monte Vista Parks) or removed from the property (Viola Fields and other parks).
5. All pets must be on a leash (maximum length 6') with the exception of the El Carro Park north field during off-leash dog hours. Rules are posted at the park.
6. Pet owners must clean-up after pets.
7. Fires are prohibited except in BBQs provided by City.
8. Personal BBQs are not allowed unless authorized by permit.
9. Commercial sales and distribution are prohibited without a special permit.
10. Motorized vehicles are not permitted to enter turf areas at any time.
11. Parking regulations are strictly enforced.
12. Parks are open from 30 minutes before dawn to 30 minutes after dusk.
13. Inflatable jumpers are prohibited without a special permit.
14. Glass containers or objects are prohibited.
15. Canopy tents (no sides) larger than 10' x 10' require a special permit. Pop up canopy tents with no sides, 10' x 10' in size or less, do not need a permit, but must be removed at the end of the event.

Failure to obey all park rules, including emptying trash, may result in a citation and/or the loss of your deposit.

PARK SITE CAPTAIN DUTIES

As part of the ***PUBLIC PARK-EVENTS SPECIAL USE PERMIT***, the City requires a site captain for ALL organized activities. *The Site Captain shall be present at all times during the permitted activity and be responsible for the following items:*

- 1) Inform and remind all users in your group of the park rules.
 - a) NO VENDING unless concession is permitted by the City
 - b) NO ALCOHOL
 - c) NO SMOKING OR VAPING

- 2) Pick up all trash and litter at the end of the day, including restrooms. Bring your own trash bags.

- 3) Trash is to be bagged and disposed of in the dumpster at El Carro and Monte Vista Parks. Trash at Viola must be bagged and removed from the property. The Viola trash may be placed outside the gate at City Hall Public Works Yard.

Need help? Call the Sheriff at **(805) 681-4100** or **911** (in the event of an EMERGENCY only)

Please Print Below:

1)	_____	_____	_____
	Name of Site Captain	Dates	Times
	_____	_____	_____
	Cell Phone	Email	
2)	_____	_____	_____
	Name of Site Captain	Dates	Times
	_____	_____	_____
	Cell Phone	Email	
3)	_____	_____	_____
	Name of Site Captain	Dates	Times
	_____	_____	_____
	Cell Phone	Email	

Information & Policies Governing Use of Athletic Fields by Athletic Organizations

Groups shall be responsible for the condition in which they leave the premises.

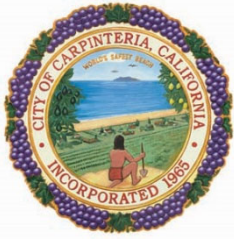
- User groups are held responsible for all damages including sprinkler and turf areas.
- If City property has been damaged or abused beyond normal wear, the applicant shall be responsible for reasonable costs to replace, repair or clean such property (CMC 12.24.022).
- Motor vehicles are not to be drive on any field without written approval. Vehicles are to remain in designated parking areas only (CMC 12.24.020).

Athletic Organizations, Groups or Teams must have an approved permit for field use. Athletic Organizations, Groups or Teams using reservable fields without an approved permit will be charged the regular basic rate.

Special Use Permit Application must be submitted to Parks and Recreation Department at last 30 days before date of use.

- Tournaments, camps, clinics, regional, picture day, meeting and banquet require separate permits.
- The organization's Field Director or President must sign all applications for permits.
- Current additional insured Certificate of Insurance and additional insured Endorsement must be on file or permit is VOID.
- Vendors, including food concessions, must be separately permitted, insured and approved by the City to operate.
- Groups may only paint or chalk with an approved marking material with City approval for games only. No field marking for practice fields.
- There shall be no removal of bleachers, permanent goal posts, fencing, or modification of park property without prior approval.
- Fields cannot be sublet. Only the organization permitted can occupy the fields.
- City may require additional fees as determined by the City. For example, janitorial services and staff costs.

Failure to comply with these or other rules, polices, and codes of the City of Carpinteria may result in immediate suspension or revocation of the permit.



WAIVER, CONSENT, AND HOLD HARMLESS AGREEMENT FOR FACILITY RENTALS



I acknowledge and understand that the _____
Location(s) & Facility Name(s)

facility(s) is/are being provided for the conduct of a _____
Type of Event

The above facility is subject to wear and tear, deterioration, and abuse. The outdoor portion of the facility is subject to the effects of weather and the forces of nature. It is recognized that the outdoor facilities are subject to animal and human damage and erosion, that the surface of such facilities may be uneven, defective or contain foreign objects. The City of Carpinteria Parks & Recreation (herein referred to as "City") will within the reasonable constraints of its facilities and budget, perform necessary maintenance on the facility. The undersigned agrees to carefully inspect and satisfy for him or her that the facilities provided are reasonably safe for their intended use. Once having conducted such inspection the undersigned agrees that he or she expressly assumes the risk of any defect in the premises herein occasioned by the want of inspection, maintenance and warning. The undersigned releases, waives, holds harmless and discharges City from any and all liability or responsibility which arises out of the use of or the conditions of the premises herein. The undersigned agrees to be solely responsible for and all liability, claims, loss, damage, costs and expenses, including attorneys' fees arising out of or resulting from any injury to persons or damage to property which arise out of its use of City facilities. The undersigned shall indemnify, defend, and hold harmless City, 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 out of or in any way related to the undersigned's use or occupancy of a facility or property controlled by City, unless solely caused by the gross negligence or willful misconduct of City, its officers, employees, or agents.

Compliance with All Applicable Law, Rules, & Regulations

The undersigned shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings. The undersigned also agrees to abide by all applicable local, state, and federal accessibility standards and regulations. The undersigned further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc. City reserves the right to immediately revoke the undersigned's right to use of the facility under this agreement should the undersigned fail to comply with any provision of this section.

Force Majeure Events

Notwithstanding anything to the contrary contained in this agreement, the City shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The undersigned waives any right of recovery against City, and the undersigned shall not charge results of "acts of God" to City, its officers, employees, or agents.

I hereby acknowledge that I have read, understood, and agree to the terms of this Agreement as outlined above.

Full Name of Applicant

Signature of Applicant

Date Submitted