



CITY OF AZUSA
COMMUNITY RESOURCES DEPARTMENT
APPLICATION FOR USE OF FACILITIES

PICNIC SHELTERS AND GAZEBO APPPLICATION

Park Hours: 10:00 a.m.-10:00 p.m.

Facility requested:

Date of use: Hours: (From) a.m./p.m. (To) a.m./p.m.

Name of Organization or Group (Family Name):

Purpose for which facility is to be used:

Will any funds be solicited? Admission charge?

(If "Yes" to either of the above questions, indicate how and why funds are being raised.)

Number in group (participants/guests)?

We, the undersigned, hereby agree to abide by and enforce all rules and regulations pertaining to use of recreational facilities established by the City of Azusa and the Azusa Parks and Recreation Commission. General Rules and Regulations are printed on the reverse side of this application. All parties involved in the use of any City of Azusa ' s recreation facilities agree to hold harmless said City of Azusa from any and all claims of liability resulting from use of such facilities:

Signed: Date:

(Authorized signer or person responsible and liable for all organization decisions)

Printed name: Email:

Address & City: Zip Code: Phone # ()
Cell # ()

ACTION BY COMMUNITY RESOURCES DEPARTMENT:

Fee:

Special conditions:

Total Due: Receipt #

Date:

Signed:

Applications may be obtained at the Azusa Community Resources Office at the Memorial Park Recreation Center or Online, 320 N. Orange Place, Monday-Thursday, 7:00 a.m.-5:30 p.m. (626) 812-5280 Fax# (626) 812-0321

GENERAL RULES AND REGULATIONS AND FEES

1. **NO REFUNDS OR CANCELLATIONS?????**
2. These rules and regulations apply to all individuals, groups and organizations using facilities. (Picnic Shelters)
3. All functions shall be expected to close no later than 10:00 p.m. Park Hours are 10:00 a.m.-10:00 p.m.
4. Reservations must be made at least (2) weeks before event. Reservations deadline is the Thursday by 5:30p.m. (2 weeks prior to event)
5. Only (2) extra tables for food are allowed. **NO** extra tables, chairs or ez-ups are permitted.
6. Parties must stay within the picnic shelter area. Observe and obey all posted signs and park rules posted.
7. Applications for usage involving possible damage to City property may be denied. During the event, the person or persons signing the application shall be liable for damages resulting from such use.
8. No smoking, intoxicants or narcotics shall be permitted on the premises; neither shall profane language, gambling, quarreling or fighting be permitted.
9. Parking must be in marked stalls. Observe and obey all posted signs.
10. The facility **MUST** be left in a clean condition, before leaving. All trash **MUST** be put in trash containers. If extra bags are used, these must be tied and left by trash cans. This includes the removal of decorations, tape or trash from piñatas including confetti and glitter.
11. All live coals must be extinguished before leaving.
12. **NO BOUNCE HOUSES, NO OBSTACLE COURSES AND NO INFLATABLES**
13. **POWER IS NOT PROVIDED. *PLEASE SECURE A GENERATOR.**
14. When you reserve a picnic shelter, you do not reserve the park. You may not monopolize park amenities.
15. Due to limited occupancy, Rancho Park (RPK) parties are limited to a max of (20) participants.

Gazebo-The gazebo at City Hall can be rented for wedding ceremonies at the cost of \$500.00/day. The rental includes set-up and tear down of tables and chairs. Applicant to be responsible for all other amenities, as well as providing a plot plan for equipment set up at the time fees are paid. No reception facilities are available on site, The Azusa Woman's Club and Senior Center offer receptions facilities and rental information for these venues.

PICNIC SHELTER – RENTAL FEES			
PICNIC SHELTERS –MEMORIAL PARK	APPLICATION/RENTAL	MEMORIAL PARK	Office Use
Double Shelters	Areas #1 & 6	\$45/Day	
Single Shelters	Areas #2, 3, 4 & 5	\$30/Day	
PICNIC SHELTERS-PIONEER PARK	APPLICATION/RENTAL	PIONEER PARK	
Double Shelter	NE Section #3	\$45/Day	
Single Shelter	NE Section #1 and #2	\$30/Day	
Double Shelter & Covered	NE Section #4	\$60/Day	
PICNIC SHELTERS-NORTHSIDE PARK	APPLICATION/RENTAL	NORTHSIDE PARK	
Single Shelters	Area #1, 2, 3, 4	\$30/day	
Single Shelter	Area # 5 (with serving table to the side)	\$45/day	
PICNIC SHELTERS-GLADSTONE PARK	APPLICATION/RENTAL	GLADSTONE PARK	
Single Shelters	Area #1, 2, 3	\$30/day	
PICNIC SHELTERS-ZACATECAS PARK	APPLICATION/RENTAL	ZACATECAS PARK	
Double Shelters	Area #1, 2, 4	\$45/day	
Single Shelters	Area #3, 5	\$30/day	
PICNIC SHELTERS-SLAUSON PARK	APPLICATION/RENTAL	SLAUSON PARK	
Single Shelters	Area # 1, 2, 3, 4	\$30/day	
PICNIC SHELTERS-VETERAN'S FREEDOM	APPLICATION/RENTAL	VETERAN'S FREEDOM	
Single Shelters	Area # 1, 2	\$30/day	
PICNIC SHELTERS-RANCHO PARK	APPLICATION/RENTAL	RANCHO PARK	
Single Shelter	Area # 1 Limited Occupancy-Max party size 20	\$30/day	
PICNIC SHELTERS-ALISAL PARK	APPLICATION/RENTAL	ALISAL PARK	
Single Shelter	Area # 1, 2	\$45/day	
NON-RESIDENT FEE (FLAT)	Additional - \$60		
GAZEBO			
GAZEBO behind City Hall	\$500/Day includes set-up and teardown of tables and chairs		
NON-RESIDENT FEE (FLAT)	Additional \$60		
TOTAL DUE			