

# Park Reservation Application



<u>Group Size</u>	<u>City Resident</u>	<u>Non-City Resident</u>
49 & less	\$20.00 + \$50.00 deposit	\$25.00 + \$50.00 deposit
50 - 100	\$40.00 + \$75.00 deposit	\$50.00 + \$75.00 deposit
101 - 300	\$60.00 + \$100.00 deposit	\$75.00 + \$100.00 deposit
301 - 500	\$100.00 + \$300.00 deposit	\$125.00 + \$300.00 deposit
501 & more	\$151.00 + \$500.00 deposit	\$188.75 + \$500.00 deposit

**INSTRUCTIONS:** This application must be completed and approved if the park use request is for any assembly participating in an event or activity that tends to dominate the use of the park by that group. Approval of this application is not intended to provide exclusive park use by any group. All park uses are subject to the policies and regulations for use, City Code 12.04.020, listed on this application. Read the policies and regulations for use application, before completing it. This reservation is not confirmed until signed by City Staff. Reservation Information Rules and Regulations for use of Sunnyside City Parks are listed on the back.

- #1 This application must be completed by an adult 21 years of age or older.
- #2 The applicant shall be responsible for any damage to equipment or property. If after an activity, additional janitorial maintenance is required, other than normal cleaning process, applicant may be charged accordingly any additional maintenance fee which will be deducted from the deposit fee.
- #3 Activities for minors must be supervised by responsible adults on a ratio of one (1) adult for every twenty (20) minors. Adults can be participants of the reservation.
- #4 When an event is cancelled by the applicant after the reservation fees have been paid, applicant waives the right to any refund.
- #5 The park rules must be followed at all times during the course of the reservation.
- #6 The Parks and Recreation Commission and the City Council may assume the right to review all reservations and make policy changes as deemed necessary.
- #7 Park reservations must be made at least three (3) full days in advance of the date being requested. Reservations are scheduled on a first come, first served basis.
- #8 Deposit fee (or partial deposit fee) will be mailed within 60 days after park use date.

Name: \_\_\_\_\_ Home/Cell Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Organization or Group: \_\_\_\_\_

Name of Responsible Person to be Present at Event: \_\_\_\_\_

Park Requested: \_\_\_\_\_ Purpose of Activity: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_ Number Attending: \_\_\_\_\_

Time From: \_\_\_\_\_ To \_\_\_\_\_ Will money be collected?  Yes  No

If yes, please explain why: \_\_\_\_\_

Any special requests associated with this permit?  Yes  No If yes, what? \_\_\_\_\_

I certify that I have read the foregoing application and will abide by the regulations pertaining to the park use.

\_\_\_\_\_  
**Applicant Signature** **Date**

----- *Office Use Only* -----  
 Date \_\_\_\_\_ Fee \_\_\_\_\_ Deposit \_\_\_\_\_ Total \_\_\_\_\_

Approved  Denied Staff Signature: \_\_\_\_\_ Date \_\_\_\_\_

Conditions of Use: \_\_\_\_\_

- #1  Original Copy to Applicant #2  File Copy #3  Parks Copy #4  Deposit Refund Copy #5  Custodian

**PARK:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# SUNNYSIDE PARKS POLICIES AND REGULATIONS

## **12.04.020 PROHIBITED ACTS** The following acts are unlawful:

- A.** To use, place or erect any signboard, sign, billboard, bulletin board, post, pole, or device of any kind for advertising in any park, or to attach any notice, bill, poster, sign, wire, rod or cord to any tree, shrub, railing, post or structure within any park; or, without the written consent of the Board of Park Commissioners, to place or erect in any park a structure of any kind; provided, that the board of Park Commissioners may permit the erection of temporary directional signs or decorations on occasions of public celebration and picnics.
- B.** To remove, destroy, mutilate, or deface any structure, monument, stature, vase, fountain, wall, fence, railing, vehicle, bench, shrub, tree, fern, plant, flower, lighting system, or sprinkler system, or other property lawfully within any park.
- C.** To allow or permit any animal to run at large in any park or enter any swimming pool or wading pool or stream within the parks.
- D.** To shoot, fire or explode any firearm, fireworks, firecracker, torpedo, or explosive of any kind or to carry any firearm or to shoot or fire any air gun, bows and arrows, BB gun or use any sligshot in any park.
- E.** To take up collections or to act as or ply the vocation of solicitor, agent, peddler, fakir, mendicant, beggar, strolling musician, organ grinder, exhorter, barker, showman, or bootblack, or to operate or use any loudspeaker without written permit in any park.
- F.** To sell refreshments or merchandise, or to distribute literature in any park, without the permission of or a concession contract with the Board of Park Commissioners.
- G.** To have or ride any horse, mule or other riding animal except over bridle trails and other designated areas.
- H.** To consume, possess, or bring or cause to be brought wine, beer, and alcoholic beverages in or into any park.
- I.** To use profane or abusive language in any park.
- J.** To be under the influence of any alcoholic beverages or drug, or to conduct oneself in a disorderly manner in any park; provided, that the use of said beverage or drug shall not be a defense in court prosecution under this chapter.
- K.** To remain in any park after 10 pm unless in attendance at a regularly permitted activity under permit of the Board of Park Commissioners.
- L.** To participate in any park assembly of more than fifty persons without permission obtained in advance. Several rules are required for issuance of permits to groups in excess of fifty persons, and may require that such groups security to the city against damage or destruction of park facilities and impairment of ecological conditions within the park. Such rules shall be available at the office of the City Clerk.
- M.** To ride or drive any bicycle, tricycle, motorcycle, motor vehicle, horse or pony over or through any park, except along and upon park drives, parkways, park boulevards and designated parking areas; or to travel along the park drives, park ways, park boulevards or parking areas at a speed in excess of fifteen miles per hour; or to drive any motor vehicle the wrong way down a designated park access route, which park access routes shall be clearly identified by arrows or other directional information and/or signs placed on or adjacent to the parking access routes; or to stand or park any vehicle in any area of the parking lot other than in appropriate parking spaces as designated by the Board of Parks and Recreation Commissioners and/or Parks & Recreation Department.
- N.** To camp in any park except at places set aside for such purposes by the Board of Park Commissioners and so designated by signs.
- O.** To throw any refuse, litter, broken glass, crockery, nails, shrubbery, trimmings, junk or advertising matter in any park or to deposit any such material therein except in designated receptacles.
- P.** To engage in, conduct, or hold any trails or competitions for speed, endurance, or hill climbing involving any vehicle, boat, aircraft, or animal in any park, except in areas designated by the Board of Park Commissioners and so posted.
- Q.** To build any fires in any park except in areas designated by the Board of Park Commissioners.
- R.** To violate or fail to comply with any park rule or regulation duly adopted and posted by the Board of Park Commissioners.