



Valley Center Parks & Recreation District (VCP&RD)

Application for Use of Facilities

(When returning completed application by mail, please send to P.O. Box 141, Valley Center, CA 92082-0141)

<p>Community Center/Main Office 28246 Lilac Road/Box 141 Valley Center, CA 92082 Phone (760) 749-8852 Fax (760) 749-8893</p> <p><u>Deposit will not be refunded until keys returned</u></p> <p>Multi-purpose Room <input type="checkbox"/> Storage <input type="checkbox"/> Restroom <input type="checkbox"/> Volley Ball <input type="checkbox"/></p> <p>Sunset Time: _____ \$25 hour lights x _____ Hours = _____</p> <p><i>All events must be paid in full 3 weeks prior to event. Cancellations are permitted if 3 weeks notice given, otherwise deposit is forfeited.</i></p>	<p>Adams Park <input type="checkbox"/></p> <p>28751 Cole Grade Road Valley Center, CA 92082 Phone (760) 749-8852 Fax (760) 749-8893</p> <p>Covered Picnic Area <input type="checkbox"/> Oak/Pepper Tree Area <input type="checkbox"/> Gazebo/Stage <input type="checkbox"/> Volley Ball Court Area <input type="checkbox"/> Horse Shoe Pits <input type="checkbox"/> Tennis Courts <input type="checkbox"/> Multi-purpose Room <input type="checkbox"/></p> <p>Applications accepted at VCP&RD main office, 28246 Lilac Road, Valley Center.</p>	<p>Sec Dep _____ C/Dep _____ USER _____ Guards _____ Porta Potty _____ Tables/Chairs _____ Lights _____ TOTAL _____</p>
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For Single Use, Check Here Date Required: _____ No. of People: _____

For Multiple Use, Check Here: Days/Dates Required: _____

Arrival Time: _____ Departure Time: _____ Total Hours: _____

Name of Person in Charge of Event: _____ Phone Number: _____

Organization Name: _____

Address: _____ City, ST Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Fax No: _____ Email Address: _____

Alternate Contact: _____ Phone No: (1) _____ (2) _____

Outdoor Amplified Sound? Yes No If "YES" what type? _____

I understand that my reservation request for use of the facility is not final until application is completed, signed and payment in full has been made. **NOTE: REFUNDABLE DEPOSIT WILL BE RETURNED NO SOONER THAN 2 WEEKS AFTER EVENT(S) IS/ARE HELD.**

Applicant's Signature: _____ Date: _____



Valley Center Parks & Recreation District (VCP&RD)

Agreement for Use of Adams Park

Adams Park
 28751 Cole Grade Road
 Valley Center, CA 92082
 Phone (760) 749-8852
 (760) 749-8893

RULES & REGULATIONS GOVERNING USE OF ADAMS PARK, POOL, TENNIS COURTS & RELATED FACILITIES

USER FEE: _____ **SECURITY GUARD DEPOSIT:** _____ **LIGHTS:** _____
CLEANING DEPOSIT _____ **TABLES & CHAIRS:** _____ **OTHER:** _____
TOTAL COST: _____

PARK OPERATING HOURS: DAILY 8:00 A.M. to DUSK – SPECIAL EVENT 8:00 AM to 10 PM

AT NO TIME IS EXCESSIVE AMPLIFIED MUSIC OR SOUND ALLOWED. ALL NOISE MUST STOP AT 10:00 PM PROMPT.

There are redwood picnic tables with attached seating under the Shade Structure. Additional table rental can include use of 8 ft rectangular banquet tables and/or chairs. Ten (10) tables and (100) chairs rent at \$100.

TYPE OF EVENT: _____

APPLICANT WILL WILL NOT be serving alcohol (**BEER & WINE ALLOWED IN PARK ONLY-NOT IN POOL AREA OR TENNIS COURTS**). If applicant will be serving alcohol, then APPLICANT must provide VCPRD with Host Liquor Liability insurance naming VCPRD Additional Insured. Failure to do so will result in cancelation of the event. **No GLASS BEER BOTTLES allowed in Park.**

GENERAL CONDITIONS: The undersigned, who is to be in charge of the event, is 21 years of age or older. **APPLICANT** agrees that he/she will be responsible to the Board of Directors of Valley Center Parks and Recreation District (VCP&RD) for the use and care of the VCP&RD's property and facilities. He/she further agrees that the character of entertainment will conform to that stated in this application and be subject to review by VCP&RD management. Reservation arrival and departure time frames are firm. Arriving prior to or extending beyond your contracted time frame will incur additional payment(s) for time(s) used.

Furthermore, any individual, group or organization using any VCP&RD facility or structure, and leaving same in an unacceptable, disorderly, or damaged condition, shall be subject to a **financial penalty**. This penalty is also applied to the music &/or noise factors incurred at the park. The term "use/using" pertains to either non-reserved/scheduled, or reserved/scheduled, use. The financial penalty shall be the total cost required to restore the VCP&RD property to its condition prior to the subject use. VCP&RD will attempt to notify the user of the unacceptable condition as soon as possible. Regardless whether such notification is given, the financial penalty will be assessed immediately after the unacceptable condition is discovered. Failure of the user to physically correct the unacceptable condition (if there is sufficient time before the next user), or to pay the financial penalty, will constitute JUST CAUSE by VCP&RD to disallow that user (applicant) future access to any or all of VCP&RD's properties or structures.

The undersigned further agrees that this application is subject to the Rules and Regulations of the governing Board and other applicable laws of the State of California, County of San Diego, and agrees for his/her self and ALL OTHERS for whom this application is made, that the same are accepted and all will be observed.

WAIVER: Applicant(s)/User(s) will indemnify, hold harmless, and defend VCP&RD its Board and its individual members, employees and agents from all liability from loss, damages, or injury to persons or property in any manner arising out of, or incidental to the performance of this agreement.

I HEREBY ACKNOWLEDGE THAT I HAVE RECEIVED AND READ THE AFOREMENTIONED RULES AND REGULATIONS GOVERNING USE OF VCPRD'S ADAMS PARK FACILITIES. FURTHERMORE, I UNDERSTAND THAT I AM FULLY RESPONSIBLE FOR RETURNING THE RENTED PREMISES TO THE CONDITION PRIOR TO USE.

Applicant's Signature: _____ Date: _____

**RULES AND REGULATIONS GOVERNING USE OF
VALLEY CENTER PARKS AND RECREATION DISTRICT
ADAMS PARK FACILITIES**

1. Alcohol is allowed (**BEER in cans or keg, WINE & CHAMPAGNE ONLY**) by signed request only, obtained from the VCPRD. In accordance with the LAW, **underage drinking is prohibited**. Violations of this LAW will result in shut-down of the event and potential for law enforcement intervention. No glass beer bottles allowed in the park.
2. Strict adherence to all County Ordinances; i.e., all exits must be kept clear at all times. **SMOKING is NOT ALLOWED on District premises at all.**
3. Tables and chairs are available to rent. No other tables and chairs are to be brought on site. You will forfeit your cleaning deposit if you bring on site other tables and chairs.
4. A bounce house can be part of your VCP&R site event. It MUST be arranged for by you with one of the Pre-Approved and insured vendors on our list. Please note that use of any other bounce house vendor or use of a personal bounce house is grounds for forfeiture of cleaning deposit. Please inquire about our list.
5. All reserved areas must be left clean. Tables should be cleaned after use, and facilities swept if unusual amount of dirt, litter and/or spills result from any event. Decorations must be removed immediately. Use of tape, tacks, etc., (except at Gazebo area) is expressly prohibited.
6. If renting, all tables and chairs must be returned to storage area from which the equipment was obtained.
7. No equipment may be taken from the premises.
8. Any damage or broken equipment must be reported immediately so that it can be repaired or replaced.
9. Any trash generated by any event must be emptied into the large dumpster adjacent to the bus transportation yard. All trash bags must be tied closed so as to deter area wildlife dispersal of contents.
10. There are no kitchen facilities at this location; therefore all food waste must be placed in the trash cans and disposed of per Item No. 7 above.
11. Absolutely no rinsing/washing of dishes, pans, utensils, etc. in restroom sinks.
12. Restrooms must be left clean, free of litter and paper, and toilets must be flushed.
13. The sidewalk, steps and walkways must be clean and free of litter.
14. Parking is allowed only in areas designated for parking. The ENTRANCE and EXITS must remain clear at all times. Vehicles in non-designated parking areas will be subject to towing at owner's expense.
15. Absolutely no vehicles on park premises unless expressly authorized, in writing, by Valley Center Parks and Recreation District staff.
16. All children must be adequately supervised by responsible adults AT ALL TIMES.
17. **Any vendor using the facilities during an event must notify VCP&RD. If you/vendor(s) are selling any items (including food) you/they are required to have appropriate licenses, certificates, and/or County Health Permits.**
18. At termination of event, person(s) responsible for use of facilities and premises must:
 - a. Close all storage doors behind stage, if using District equipment;
 - b. Turn off lights if used
 - c. Check restrooms to ensure they are left clean.
19. No gang style dress is allowed on premises at any time.

Revised 9-12-19

I/We, the undersigned, hereby acknowledge that I/We have received a copy of the Rules and Regulations Governing Use of Valley Center Parks and Recreation District's Adams Park Facilities and understand our responsibilities. I/we also understand that I am/we are responsible for clean-up of the VCP&RD facilities and premises immediately following use.

Applicant's Signature _____ Date _____

****PLEASE CONTACT THE VCPRD OFFICE AT (760) 749-8852 IF YOU FIND THE BUILDING/PREMISES LEFT IN DISREPAIR OR UNCLEAN CONDITION UPON ARRIVAL. IF YOU REACH THE OFFICE AFTER REGULAR BUSINESS HOURS, PLEASE LEAVE YOUR MESSAGE ON THE ANSWERING MACHINE. THANK YOU.****

RULES AND REGULATIONS GOVERNING USE OF VALLEY CENTER PARKS AND RECREATION DISTRICT ADAMS PARK FACILITIES

For Large Events (meaning gazebo, stage and covered picnic area rental), the following rules also apply in addition to Rules 1 through 16.

- 20. **CURFEW HOURS** have been set and adopted by the Board of Directors of the VCP&RD for the building and outside pavilion areas as follows:
 - a. **Weekends (Friday - Saturday) – 10:00 p.m. with one hour for clean-up (clean-up completed, and facilities/buildings secured) departure must be done by 11:00 pm. FIRM.**
 - b. **Weekdays (Sunday – Thursday) – 10:00 P.M. FIRM.**

FAILURE TO COMPLY TO CURFEW WILL RESULT IN FORFITURE OF CLEANING DEPOSIT

****AT NO TIME IS EXCESSIVE, AMPLIFIED MUSIC OR SOUND ALLOWED. If neighbors address you about the noise level, you will adjust the level. Common decency and politeness prevail. ****

After 9:00 p.m., music/sound must be kept **at 50 Decibels** at the property line- especially when using the outside facility. **MUSIC MUST STOP AT 10:00 P.M. SHARP.** Security will be provided with a decibel level measure; and failure to adhere to the required noise level following request by them to lower the level may result in shut down of party or event.

- 21. A maximum of 350 persons will be allowed to attend any outside event.
- 22. Events with 200+ persons require one or more portable restroom rentals at the users' expense and will be included in the cost at the time of reservation.
- 23. At termination of event, person(s) responsible for use of facilities and premises must:
 - a. Close and lock all storage doors behind stage;
 - b. Turn off lights (building lights and/or pavilion/gazebo lights);
 - c. Check to ensure restrooms/portables are clean and undamaged, no graffiti, etc.

Cleaning Deposit refunds are at the sole discretion of the Valley Center Parks & Recreation.

****SECURITY WILL DO A FINAL WALK-THROUGH TO ENSURE EVERYTHING IS SECURE AND TO ENSURE THERE IS NO DAMAGE TO VCP&RD FACILITIES OR EQUIPMENT****
Security will not leave premises until whole party has vacated from premises.

I/We, the undersigned, hereby acknowledge that I/We have received a copy of the Rules and Regulations Governing Use of Valley Center Parks and Recreation District's Adams Park Facilities and understand our responsibilities. I/we also understand that I am/we are responsible for clean-up of the VCP&RD facilities and premises immediately following use.

Applicant's Signature _____ Date _____

REQUEST FOR AUTHORIZATION TO SERVE BEER AND/OR WINE ON VALLEY CENTER PARKS AND RECREATION DISTRICT PROPERTY

This page is Not Applicable if Not service alcohol.

APPLICANT must provide VCPRD with Host Liquor Liability insurance naming VCPRD Additional Insured. Failure to do so will result in cancelation of the event. **No GLASS BEER BOTTLES allowed in Park.**

- Location:**
- Community Hall
 - Pavilion Area
 - Room 3
 - Room 5
 - Adams Park

Date of Event: _____

I/We _____ hereby request permission and authorization to serve beer and/or wine/champagne to only the attending persons 21 years and older at the scheduled event to be held at the reserved Valley Center Parks and Recreation District property identified above from _____ a.m./ p.m. to _____ a.m./p.m.

NO HARD LIQUOR PERMITTED

RELEASE

The undersigned, who is to be in charge of the event, is 21 years of age or older. The users will indemnify, hold harmless, and defend VCP&RD, its Board and its individual members, its employees, and agents from all liability from loss, damages, or injury to persons or property in any manner arising out of, or incidental to the performance of this Agreement.

The undersigned does hereby agree to these conditions.

Print Name: _____

Signature of Responsible Party: _____