



Parks Recreation & Waterfront Department  
 Recreation Division  
 1947 Center Street, 1st Floor  
 Berkeley, CA 94704  
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 E-mail: recreation@cityofberkeley.info

# Facility Permit

## Picnic Sites

- Aquatic Park
- Cordornices Park Area 1
- Cordornices Park Area 2
- Live Oak Area 1
- Live Oak Area 2
- Ohlone Park
- Strawberry Creek

## Applicant Information

Last Name		First Name	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
Address	City	State	Zip Code
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Telephone	Alternate Telephone		
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		
Email Address			
<input style="width: 100%;" type="text"/>			
Organization or Group Name			
<input style="width: 100%;" type="text"/>			
Address	City	State	Zip Code
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Telephone	Alternate Telephone		
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		

## Event Information

Event Purpose		Begin Date	End Date
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Number of Adults (18+)	Number of Youth (under 18)	Begin Time	End Time
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

## Picnic Areas (4 hour minimum required)

**Time blocks available** (please check all that apply)  7:30 – 11:30am  12:00 – 4:00pm  4:30 – 8:30pm

Location (check)	Fee (resident)	Fee (non-resident)	# of Time Blocks	x	Fee	=	Total Cost
<input type="checkbox"/> Aquatic Park	\$45	\$54	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Codornices Area 1	\$75	\$90	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Codornices Area 2	\$60	\$72	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Live Oak Area 1	\$60	\$72	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Live Oak Area 2	\$60	\$72	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Ohlone Park	\$45	\$54	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>
<input type="checkbox"/> Strawberry Creek	\$30	\$36	<input style="width: 50px;" type="text"/>	x	<input style="width: 50px;" type="text"/>	=	\$ <input style="width: 50px;" type="text"/>

OFFICE ONLY	Proof of Residency <input type="checkbox"/>	Receipt #:	Date Permit/Receipt Issued:	Approved By:
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## GENERAL RULES

1. Your Rental Fee and the cleaning deposit are due ten (10) working days before the date of your rental. Refund requests must include an original copy of the permit, an original receipt and a letter of justification. No refunds will be given without 7 days notice. An administrative fee of 25%, or a minimum of \$10 service charge applies.
2. The City may revoke this permit (i) for any reason upon five or more working days before the rental date, or (ii) at any time for violating these rules. In the event of revocation, the City shall refund the rental fee and deposit.
3. No permits will be issued to persons under the age of eighteen (18).
4. A driver's license or photo identification card confirming age and a recent utility bill to prove residency of the permit holder are required.
5. Use of the site, including all preparation, set-up time, and clean up afterwards, is limited to actual permit time.
6. Use of intoxicating liquors and illegal substances are prohibited.
7. Permit holder agrees activities, including use of amplified sound equipment, are subject to limitations and permitting requirements of the Berkeley Municipal Code, including 13.40 (Community Noise).
8. Hanging ropes or lines from trees or structures in horizontal position is prohibited, other than to set up a volleyball or badminton net or similar recreational activity where attached visible netting can be easily seen by a passerby.
9. Charging admission, selling tickets, requesting donations, or soliciting money in any manner is prohibited.
10. Permit holder's publicity must not appear as if the City or the Recreation Center is co-sponsoring the activity.
11. Additional rules are found in City Resolution Nos. 64,456—N.S. (Fees) and 64,335—N.S. (Policies).
12. Permit holder agrees to comply with all applicable federal, state and local laws, including but not limited to BMC Chs. 12.90 (Nuclear Free Berkeley), 13.26 (Living Wage) and 13.26 (Non-Discrimination), as well as City Resolution No. 59,853—N.S. (Oppressive States).
13. Failure of City to insist on strict performance of the permit terms shall not constitute a waiver of any of its provisions.
14. The laws of the State of California shall govern this permit.
15. The use of explosives, fire, pyrotechnics or fog-producing devices is prohibited.
16. This permit may not be assigned, subcontracted or transferred without the City's prior written consent.
17. If any part of this permit is declared invalid, such invalidity shall not affect the remaining provisions that can be given effect, and to this end the remaining provisions of this permit are declared to be severable.
18. If the conduct of permit holder, its employees, agents or invitees results in any disturbance of the peace and/or requires a response from City public safety personnel, the City reserves the right to require permit holder, its employees, agents and/or invitees to immediately vacate the premises and to charge permit holder for any overtime expenses incurred.

### **Clean-Up Responsibility**

Permit holder shall be personally responsible for all damages to City buildings, property and grounds and shall be responsible for reimbursing the City for any loss, damage, maintenance, or repair required. Trash must be placed in cans. If trash cans are full, permit holder is responsible for bagging and removing their trash.

### **Waiver**

In consideration of the issuance of this permit, the applicant intending to be legally bound, permit holder for itself, its heirs, executors and administrators, waives, releases and forever discharges any and all rights and claims for any and all damages which permit holder may have or which may hereafter accrue to it against the City of Berkeley, its employees, and agents, from use of the City's property.

**Date:** \_\_\_\_\_

**Permit Holder's Name (Print):** \_\_\_\_\_

**Permit Holder's Signature:** \_\_\_\_\_