



G.C.S.D Services – 209/ 962-7161  
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www.gcsd.org

water . fire protection . parks . wastewater collection & treatment

18966 Ferretti Road P.O. Box 350 Groveland, CA 95321-0350

## Mary Laveroni Park Use Application

**This application is provided to assist groups requesting park facilities use for special events. The information below will be used by District staff in processing your request. Please read all of the attached information and complete and return all applicable forms to the District office.**

Name of Event: \_\_\_\_\_

Sponsor of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Between the hours of: \_\_\_\_\_ + \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Purpose of Event/Beneficiary of Funds Raised:

\_\_\_\_\_

\_\_\_\_\_

Size of Group to be Served: \_\_\_\_\_

Alcoholic Beverages Served? Yes \_\_\_\_\_ No \_\_\_\_\_

Alcoholic Beverages Sold? Yes \_\_\_\_\_ No \_\_\_\_\_

What clean-up arrangements will be made?

\_\_\_\_\_

\_\_\_\_\_

# *Mary Laveroni Park Use Application*

Services and Facilities Needed:

Concession Stand <input type="checkbox"/>	Electricity <input type="checkbox"/>	Chairs <input type="checkbox"/>	P.A. System <input type="checkbox"/>
Amphitheater <input type="checkbox"/>	Large Stage <input type="checkbox"/>	Tables <input type="checkbox"/>	Other <input type="checkbox"/>

## *GCSD Use Policy Regarding District Tables, Chairs, & P.A. System*

As Agent/Sponsor of \_\_\_\_\_

To be held between the hours of \_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_

In signing this document I agree to remove and replace the tables and/or chairs from the storage at Mary Laveroni Community Park with the key entrusted to me. I understand that upon return of the key to GCSD, a District employee will verify the table and/or chair count. Likewise, I understand that I will be required to sign out the District's P.A. System, and return it by the next business day following the event.

I agree that chairs/tables/PA System are for the park events usage only. These items will not be loaned, rented or taken off of the Park property. Tables or chairs found missing or damaged will be valued at \$25.00 per chair, and \$50.00 per table. Damage done to the District's P.A. System will be evaluated by staff, and the responsible party will be charged accordingly for repair or replacement. This charge will be deducted from the deposit and/or billed to the sponsor of the event.

Agent/Sponsor \_\_\_\_\_ Date \_\_\_\_\_

By signing this statement, I acknowledge that I have received a copy of GCSD's Park Policies and Procedures Manual. I acknowledge that it is my responsibility to read and comprehend the information contained in this document and to consult with District staff if I have any questions concerning its contents.

Agent/Sponsor \_\_\_\_\_ Date \_\_\_\_\_

## *Park Use Fees*

Use of the Park or Ball Field for special events in on a first-come-first-served basis. Large events are defined as those in which more than 500 people are in attendance. Use Fees and Deposit Fees must be separate checks!

<i>Park Use Fees: (Per Day)</i>	
0-100 People	\$35.00
101-300 People	\$50.00
301- 500 People	\$150.00
500 or More "Large Event Fee"	\$500.00
<i>Janitorial Fees</i>	
0-100 People	\$60.00 Minimum charge for two (2) hours
101-300 People	\$90.00 Minimum charge for three (3) hours
301-500 People	\$120.00 Minimum charge for four (4) hours
Janitorial Fee for Large Events	\$200.00 Minimum charge for six (6) hours*
	*Six hours includes hourly bathroom checks and trash removal across the park

## *Use of District Property Fees*

District Chairs	\$35.00
District Tables	\$35.00
Use of P.A. System	\$45.00
Use of Concession Stand	\$50.00*
<p>*There will be a meter read before and after the event. Use fees include 3,300 gallons of water, if the water usage exceeds said amount, the water use will be taken from the deposit.</p>	

## *Key Charge*

Lost Key Fee	If a key is misplaced the responsible party must cover the cost of replacing all park locks, and keys.
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## *Deposit Fees (Refundable)*

*Please ensure Deposit Fees are on Separate Checks*

*If an employee is called out to the event there is a \$100 on call fee that will be deducted from the deposit.*

0-100 People	\$150.00
101-300 People	\$200.00
301-500 People	\$300.00
501 or more	\$500.00
Tables, Chairs, P.A. System *Tables and chairs are counted before and after the event	\$100.00

## *Advertisement Banner Policy and Fees*

Non-Profit Organizations	\$100.00
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The District offers a public location next to the Fire Department where approved advertising banners may be hung to assist with the promotion of events organized by non-profit organizations. Non-profit groups wishing to hang an advertisement banner shall do the following:

- Submit the Advertisement Banner Application for District approval.
- Deliver approved banner to the District Administration Office. Banners shall be a maximum of 3 feet high x 14 feet long, fixed with wind cuts and grommets. The banner only will be accepted; any bag, box, etc. the banner is stored in must be taken with the person dropping the banner off.
- The banner must be picked up during business hours within two (2) weeks after the banner has been taken down. Unclaimed banners will be discarded.

Banners are hung on Mondays only and must be dropped off before 3:00pm the Friday before. If a holiday falls on the Monday the banner is to be hung, banner will be hung the Friday before if banner is delivered before noon.

Banners/Signs shall not consist of and shall be prohibited from containing information concerning the following:

- A) Non-commercial speech, issue advocacy, etc., regardless of viewpoint;
- B) Promoting hostility, disorder, violence, or attacks on any person or group of persons;
- C) Promoting discrimination including but not limited to, demeaning, harassing, or ridiculing any person or group based on race, color, national origin, religion, sex, age, disability, ancestry or creed;
- D) Political advertisements, including but not limited to any banner/sign promoting, favoring or opposing the candidacy of any candidate for election or political issue/question;
- E) Being obscene or pornographic as defined by the prevailing community;
- F) Promoting the use or sale of alcohol, tobacco, or firearms or weapons of any kind; and/or
- G) Religious advertising in which the primary message is one promoting or opposing religion, particular religions, religious issues, or religious doctrines.

Banners will be hung for no longer than fourteen (14) consecutive days. Banner requests will be granted on a "first come" basis. Banners shall be hung and taken down by District staff. The District is not responsible for any damage caused to banner by weather, graffiti, and/or vandalism of any kind.

**By signing this statement, I acknowledge that I have received a copy of GCSD's Advertisement Banner Policy. I acknowledge that it is my responsibility to read and comprehend the information contained in this document and to consult with District staff if I have any questions concerning its contents.**

**Agent/Sponsor \_\_\_\_\_ Date \_\_\_\_\_**