

# PARK USE AGREEMENT

**NOTE:** A Cleanup/Damage fee will be charged if park is not left clean and trash hauled away immediately following event, or if damage occurs to the park. Blocking off parking spaces / placing barricades / cones prohibited. Charcoal grill are not allowed – propane grills with fire extinguisher are allowed but cannot be placed under shade structures.

**NOTE:** Except Jumper sites this agreement is not a reservation or guarantee for use of any specific park or area. City parks are open to the general public and cannot be reserved. This paperwork is for the purpose of coordinating events, organized sports, and maintenance of scheduled events. Approval required at least 48 hours in advance or by 12:00 pm the Wednesday prior to weekend use.

Date of event: \_\_\_\_\_ Time (Including setup & cleanup) \_\_\_\_\_

Park: \_\_\_\_\_ Area of park to be used: \_\_\_\_\_

Name of event: \_\_\_\_\_ # Expected: \_\_\_\_\_

Will food be served to the public? \_\_\_\_\_ Will there be amplified sound? \_\_\_\_\_

Will a tent or canopy be used? \_\_\_\_\_ Will a fun jump be used (designated sites only)? \_\_\_\_\_

Fun Jump Company & Phone number: \_\_\_\_\_

Will portable toilet(s) be on site? \_\_\_\_\_ (if yes) Company & phone number: \_\_\_\_\_

Responsible party: \_\_\_\_\_ Organization: \_\_\_\_\_

Fax / Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Electrical fee (When Available)  \$65.00 for two hours; \$32.00 per additional hour  
(Date Rec'd \_\_\_\_\_ Check No \_\_\_\_\_)

No staking in or driving on the grass at anytime unless permitted. Park must be left clean and trash removed from the park. Only gas grills allowed, grills cannot be placed under shade structures.

Responsible Party (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

## **OfficeUseOnly:**

Permits Required: Environmental Health: 768-2638, 400 Marquette NW, 3<sup>RD</sup> Floor

Food permit (Date Rec'd \_\_\_\_\_)  Noise permit (Date Rec'd \_\_\_\_\_)

Tent/Canopy permit & Fire Marshal approved site plan (Date Rec'd \_\_\_\_\_)

**Insurance Required:**  Insurance (Date Rec'd \_\_\_\_\_)

Fun Jump authorization charge

\$35.00 Per Jumper/Site/4hours (Date Rec'd \_\_\_\_\_ Check No \_\_\_\_\_)

**Parks and Recreation:**  Approved  Special Events Approval Required

Approved By (Parks and Recreation): \_\_\_\_\_ Date: \_\_\_\_\_

**Requirements/Notes:** \_\_\_\_\_

Office: 857-8657 Cell: 261-1028 After hours/Weekend Supervisor: 259-9650 Fax: 857-8220

Updated 3/14/2013

**Liability Insurance.** The User will obtain the following insurance policies:

- (i). Commercial General Liability Including Automobile. A commercial general liability insurance policy with combined limits of liability for bodily injury or property damage as follows (requirements are shown as listed on a standard form certificate of insurance):

\$1,000,000	per Occurrence
\$1,000,000	Policy Aggregate
\$1,000,000	Products Liability/Completed Operations
\$1,000,000	Personal and Advertising Injury
\$ 50,000	Fire Legal
\$ 5,000	Medical Payments

The policy of insurance must include coverage for all operations performed by the User and Sub users, and contractual liability coverage will specifically insure the hold harmless provisions of this Agreement. **THE CITY WILL BE NAMED AN ADDITIONAL INSURED** and the coverage afforded will be primary with respect to operations performed. Showing the City as a certificate holder is not the same as naming the City as an additional insured and is not an acceptable substitute. If equivalent coverages are provided and the form is approved by the City, the User may provide a general liability policy in a form different from that described above.

Designated Jumper Sites:

Alamosa Park  
Balloon Fiesta Park  
Kirtland Park  
Korean War Veterans Park  
Lazy Day Park  
Manzano Mesa Park  
Mariposa Basin Park  
Martineztown-Santa Barbara Park  
Matthew Meadows Park  
Montgomery Park  
North Domingo Baca Park  
Pat Hurley Lower Park  
Phil Chacon Park  
Redlands Park  
Terrazas Park  
Tower Pond Park  
U.S.S. Bullhead Memorial Park-Weekdays only  
Ventana Ranch Community Park  
Ventana West Park  
Vista Verde Park  
Westgate Community Park

Electrical Use Available at:

Kit Carson Park  
Tiquex Park  
Battaan Park  
Robinson Park