



City of Union City
 Park Reservations
 34009 Alvarado-Niles Road
 (510) 675-5329
 Fax (510) 429-6730

PERMIT # _____
DATE/INITIAL _____
ELECTRICITY YES NO

PARK FACILITY USE REQUEST

PLEASE TYPE OR PRINT

Park Requested: _____ Area/Site: _____

Day(s) of Week: _____ Date: _____ Hours: _____ A.M./P.M. to _____ A.M./P.M.

Nature of Activity: _____

(PLEASE INCLUDE THE AGE OF THE PERSON IF THE ACTIVITY IS A BIRTHDAY PARTY)

Open to Public? Yes No Will there be dancing? Yes No *Live Music? Yes No *Disc Jockey? Yes No

Fundraiser? Yes No *PA System? Yes No Prior Rental of Union City Facilities? Yes No

*These options are only allowed at Kennedy Park (Amphitheater) & Old Alvarado Park (Gazebo).

Estimated Attendance: _____ (Minimum/Maximum)

Will admission charge or collection be made? _____ How much? _____

No alcoholic beverages may be served. Please initial _____

Will beverages and/or food be sold? _____

Will electricity be needed? _____ *Purpose of electricity?* _____

Will you be having a Jump House/Bounce House? _____ (Only 1 jump house per park)

Name of Jumper Company?: _____

(If Applicable):

Name of Organization: _____

Address of Organization: _____ **City:** _____

Phone #: () _____

Does your organization claim non-profit status? Yes

Name of Applicant: _____ **Home #:** () _____

Work #: () _____

Home Address of Applicant: _____

City: _____ **Zip:** _____

Valid – California State Drivers License/ID number: _____ **DOB:** _____

Signature of Applicant: _____ **Date:** _____

Please Initial Each Line Below

____ I, the undersigned, have read and agree to abide by the rules and regulations as stated in the "Park Use Policy" and any attached rules.

____ Cancellations more than 30 calendar days prior to reservation date minus 15% cancellation fee from the site fee.

____ Cancellations less than 30 calendar days prior to reservation date minus 30% cancellation fee from the site fee.

____ Refunds will not be issued if changes are requested 10 working days or less prior to the reservation date.

____ You may not drive any vehicle inside any park and vehicles found inside a park may be subject to a fine.

____ No exclusive use for any City Parks, there may be other events. Park permits only reserve picnic areas and BBQ units.

____ Picnic sites are reserved as is, and picnic facilities may be different from the descriptions published in the Park Use Policy.

It is recommended that permittees view the reservable site prior to making their reservation.

PARK FACILITY PERMIT - FOR OFFICE USE ONLY

PARK FACILITY REQUESTED: _____ AREA ASSIGNED: _____

APPROVED BY: _____ DATE: _____

POLICE APPROVAL: _____ DATE: _____

PUBLIC WORKS: _____ DATE: _____

DENIED BY: _____ REASON: _____

POLICE OFFICERS: _____ YES _____ NO HOW MANY? _____

SECURITY GUARDS: _____ YES _____ NO HOURS: _____

SPECIAL CONDITIONS: _____

DEPOSIT PAID: \$ _____ DATE/BY: _____

Payment Received: DATE: _____ AMOUNT \$: _____ BY: _____

check# _____ Visa/MasterCard/Discover Cash

FEES	
PARK SITE:	\$ _____
ELECTRICITY:	\$ _____
STAFF HOURS:	\$ _____
AMPLIFICATION:	\$ _____
INSURANCE:	\$ _____
DEPOSIT:	\$ _____
OTHER:	\$ _____
TOTAL:	\$ _____