

## PICNIC AREA / PARK RESERVATION AND USE POLICY

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- Please bring your receipt with you on the day of your event. The receipt shall serve as a group use permit pursuant to Articles 11-05 and 11-10 of the Municipal Code.
- The park is open to the public. Group reservations are allowed for the picnic area or amenities only, and does not imply, intend, or mean exclusive use of the park.
- A reservation will secure the picnic area only, which includes picnic tables and benches. El Quito and Wildwood Park picnic reservations include BBQ's.
- NO personal BBQ's are allowed in the park. Fires are restricted to BBQ pit provided by the City at the picnic area.
- No reservations will be accepted for special activity days designated by the City.
- Groups of minors must be supervised by 1 adult per 20 children.
- Yes, Jumpy Houses are allowed, but the vendor must supply a generator and provide a Certificate of Liability for the City of Saratoga for the day of your event. Please email ([nwalker@saratoga.ca.us](mailto:nwalker@saratoga.ca.us)) or mail a copy of the certificate to the Recreation Department: 19655 Allendale Ave, Saratoga, Ca 95070.
- When reserving Volleyball Courts, Horseshoe Pits, Tennis, Bocce Ball or Petanque Courts, you must supply your own equipment.
- Dog owners are responsible for the maintenance of their dog while in the park, and to keep the dog on a leash.
- No amplified sound will be allowed. Contact the city Code Compliance Specialist Officer at 408-868-1214 for a noise permit if necessary.
- Motorized vehicles are not allowed in the park.
- Please leave the picnic area clean with all trash placed in receptacles provided by the City. It is advisable to bring additional trash bags to compensate for excess trash.
- The sale of any food, drink, merchandise, or services of any kind, or advertisement of the same, in any park or area is prohibited.

The City of Saratoga is in compliance with the American with Disabilities Act and will make reasonable accommodations to ensure that facilities, programs and services are accessible to disabled individuals. To request accommodations, please contact the Park Maintenance Supervisor at 408-868-1247. Non-emergency code compliance phone number is 408-868-1214. In the event of an emergency, call 911.

### **USE OF ALCOHOLIC BEVERAGES**

- Beer and wine is allowed, but no liquor is permitted in City parks. All groups of twelve (12) people or more where alcohol is served must have a permit.

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- Alcohol may be sold in the park only with a temporary license from the Alcoholic Beverage Control Board.

**CANCELLATION POLICY**

The Saratoga Recreation Department must be given notice of any cancellation of a weekend or of a weekday rental as soon as possible. Cancellation fee policy is strictly enforced. E-mail the Recreation Department at [nwalker@saratoga.ca.us](mailto:nwalker@saratoga.ca.us).

- Reservations fees will be refunded in full, minus a \$15 processing fee up to six months in advance of the reservation date.
- Reservations cancelled between 6 & 3 months in advance will receive 50% of the reservation fee minus a \$15 processing fee.
- Reservations cancelled less than 3 months in advance will forfeit 100% of the reservation fee.

*These are public parks and facilities and the City of Saratoga cannot restrict use of the facility by the general public during a scheduled activity. The reservation fee is to reserve a designated area only.*

Applicant hereby agrees to hold the City of Saratoga, its City Council, the individual members thereof, and all the officers, agents and employees free and harmless from any loss, damage, liability, cost or expense that may arise during or be caused in any way by such use or occupancy of recreation facilities and parks.

I, the undersigned, hereby certify that I will be personally responsible on behalf of the organization for any damages sustained to the building, furniture, or equipment, accruing through occupancy or use of said facility by the applicant/organization. I agree to abide by and to enforce rules, regulations, and policies of the Saratoga Recreation Department affecting the use of the recreation facilities and parks. Any lost equipment or damages sustained to the above shall be compensated.

I hereby certify that I have read and understand the Park and Facility Use Policy and will abide by any and all special conditions set forth. I certify that the intended use is in compliance with said rules and regulations, application instructions and any specific use regulations subject to advance payment of all fees.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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Accepted By