



PUBLIC PARK - EVENTS SPECIAL USE PERMIT APPLICATION

CITY OF CARPINTERIA
5775 CARPINTERIA AVENUE
CARPINTERIA, CALIFORNIA 93013
(805) 684-5405 ext. 432 Fax: (805) 684-5304

Name: _____ Date: _____
Last First

Address: _____ Phone: Hm: _____ Wk: _____

_____ City State Zip

Person in charge during event: _____
Name Email Phone

DESCRIPTION OF COMPANY/ORGANIZATION NON-PROFIT PROFIT

Name of Organization: _____

Purpose of Organization: _____

Person in charge during event: _____
Name Email Phone

DESCRIPTION OF EVENT

Note: For events continuing beyond 1 weeks' time, please attach a separate schedule with specific information pertaining to which parks and at what times you wish to schedule. **A league schedule indicating all dates and times must be submitted along with this application.**

Park Name or description: _____

Event Date(s): _____ Type of Event: _____

Start Time: _____ End Time: _____ Estimated Attendance: _____

If charging a fee to your event, state the amount and purpose: \$ _____

Please list the types and approximate number of Vehicles, Animals, Structures, and equipment you intend to use on the site: _____

Affected Streets: _____

Traffic Control Plans: _____

Will this event cause any disturbance, noise, or congestion in the vicinity of the proposed event? YES NO

If yes, please explain: _____

Support Requirements: TRAFFIC CROWD CONTROL STREET CLOSURE NONE OTHER: _____

IMPORTANT

Before any Special Events Permit Application is approved, the Sheriff's Department *must* confirm traffic control plans. Traffic control is the responsibility of the event organizer. **Contact the Sheriff's Department at 684-4561** (Monday - Friday 8 a.m.-5 p.m.)

Will food/beverages be sold? YES NO Are you requesting use of the El Carro concession facility? YES NO
Will alcoholic beverages be used or sold? YES NO

Note: The County Health Department does require a health permit for the sale of all food and beverages.

IF SELLING ALCOHOLIC BEVERAGES YOU MUST HAVE AN ABC LICENSE.

ALCOHOL BEVERAGE CONTROL
411 E. CANON PERDIDO ST.
SANTA BARBARA, CA
966-9155

CERTIFICATE OF INSURANCE MUST HAVE PROVISIONS FOR THE SALE AND/OR DISTRIBUTION OF ALCOHOLIC BEVERAGES.

CONTRACT AGREEMENT

The undersigned, herein known as the applicant, understands and agrees that he or she or the organization that he or she represents shall assume all risks for loss, damage, liability, injury, cost or expense that may occur during or as a result of the use of the park. The applicant further agrees that in consideration of permission to use the City Park, he, she or the organization will save and hold the City of Carpinteria and/or their employees free and harmless from any loss, claims, liability or damages, and/or injuries to persons and property that in anyway may be caused by the applicants use. **The use of any substance to line fields or other areas causing permanent markings is strictly prohibited. The applicant further agrees to be personally responsible for any damage sustained to the grounds, turf, building, furniture or equipment as a result of the use of the park.** My signature certifies that all information on the application is true including that regarding the use of alcohol. I understand and agree that any misstatements or omissions of material fact herein may cause forfeiture of my deposit.

INSURANCE REQUIREMENTS FOR ORGANIZED ACTIVITIES

Not less than one million dollars (\$1,000,000) combine single limit for both bodily injury and property damage. The policy or policies shall also contain a provision that no termination, cancellation, or change of coverage of insured or additional insured shall be effective until ten (10) days notice has been given in writing to the city clerk of the city of Carpinteria. Said policy must also contain a provision for the sale and/or distribution of alcoholic beverages. The applicant(s) or park user(s) shall waive any right to hold the city of Carpinteria responsible for any situation which may occur at the park. The applicant will be responsible for any damage to property or surroundings as a result of the event.

THE CERTIFICATE OF INSURANCE MUST ACCOMPANY THIS APPLICATION AND SHOW THE CITY OF CARPINTERIA AS AN ADDITIONAL INSURED PARTY.

I HEREBY ACCEPT AND AGREE TO THE TERMS AS SET FORTH ABOVE.

_____ Applicant _____ Date

For Official Use Only	
APPROVED BY:	
_____	_____
Parks & Recreation Department	Date
_____	_____
City Manager	Date
_____	_____
Sheriff's Department	Date

INSURANCE CERTIFICATE RECIEVED?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
USE OF CONCESSION GRANTED	YES <input type="checkbox"/>	NO <input type="checkbox"/>
SECURITY/CLEANING DEPOSIT AMOUNT \$	_____	
FEES PAID: \$	_____	DATE: _____

PARK SITE CAPTAIN DUTIES

As part of the **PUBLIC PARK-EVENTS SPECIAL USE PERMIT**, the City requires a site captain for ALL organized activities. *The Site Captain shall be present at all times during the permitted activity and be responsible for the following items:*

- 1) Inform and remind all users in your group of the park rules.
 - a) NO VENDING unless concession is permitted by the City
 - b) NO ALCOHOL
 - c) NO SMOKING
- 2) Pick up all trash and litter at the end of the day.
- 3) Trash is to be bagged and disposed of in the dumpster at El Carro and Monte Vista Parks. Trash at Viola must be bagged and removed from the property. The Viola trash may be placed outside the gate at City Hall Public Works Yard.

Need help? Call the Sheriff at **(805) 681-4100** or **911** (in the event of an EMERGENCY only)

Please Print Below:

_____	_____	_____
Name of Site Captain	Dates	Times
_____	_____	
Cell Phone	Telephone	
_____	_____	_____
Name of Site Captain	Dates	Times
_____	_____	
Cell Phone	Telephone	
_____	_____	_____
Name of Site Captain	Dates	Times
_____	_____	
Cell Phone	Telephone	

CLEANING/DAMAGE DEPOSIT REQUIRED

As part of the **PUBLIC PARK-EVENTS SPECIAL USE PERMIT**, the City requires a **\$100.00** cleaning/damage deposit for **ALL** park reservations. *As an authorized event and user, you are responsible for informing your group and obeying the park rules:*

- 1. Alcohol is prohibited.**
- 2. Amplified sound is prohibited.**
- 3. Smoking is prohibited.**
- 4. Trash is to be bagged and disposed of in the dumpster at El Carro and Monte Vista Parks. Trash at Viola must be bagged and removed from the property. Trash at Viola must be bagged and removed (may be placed outside the gate at City Hall Public Works Yard).**
- 5. All pets must be on a leash (maximum length 6').**
- 6. Pet owners must clean-up after pets.**
- 7. Fires are prohibited except in BBQs provided by City.**
- 8. Personal BBQs are not allowed unless authorized by permit.**
- 9. Commercial sales and distribution is prohibited without a special permit.**
- 10. Motorized vehicles are not permitted to enter turf areas at any time.**
- 11. Parking regulations are strictly enforced.**
- 12. Parks are open from dawn to dusk.**

Failure to obey all park rules, empty trash may result in a citation and/or the loss of your deposit.