



AWARD WINNING CALIFORNIA PARKS

Facility Use Agreement
P.O. Box 907, (901 W. Esplanade Ave.), San Jacinto, CA 92581
Phone: (951) 926-5917

APPLICATION AND AGREEMENT FOR USE OF DISTRICT FACILITIES / EQUIPMENT

Name of Organization: Application Date:
Type of Organization (Government, Non-Profit, Private):
Name of Applicant: Email: District Resident Y / N
Address of Applicant: City: Zip: Phone:
Type of Activity: Estimated Attendance:
Explain exactly what you are doing:
Open to the general public: Will there be admission / donation or any collection of money?
If yes; proceeds for:
Will alcoholic beverages be served? Be sold? If yes, permit #:
Please note: NO alcoholic beverages allowed for any outdoor activities. Is special set-up required? If yes use back of this form.

\*\*\*In order to sell food products at our facilities you must obtain the proper permits through Riverside County Department of Environmental Health. You can reach them at (951) 766-2824 or visit them at 800 S. Sanderson Ave., Hemet, Ca. 92545\*\*\*

DATE REQUESTED

Date(s): Set-up Time: Start Time: End Time: Out By:
USE (mark all that applies): Single Use Weekly (M T W T F S S) Monthly Yearly Other

FACILITY REQUESTED
Winchester Park
32665 Haddock, Winchester

COMMUNITY CENTER
Gym
Meeting Rm
Conference Rm
Kitchen

BALL DIAMONDS
Field # 1 Lights hrs.
Field # 2 Lights hrs.
Field # 3 Lights hrs.

SOCCER FIELD
GAZEBOS
(First Come, First Served Basis)
HOST FEE
TENNIS COURT

Assembly Bill #2986 requires any and all persons having supervisory or disciplinary authority over any minor must be fingerprinted prior to commencing activities.

Reservations are not final until all fees have been paid. Permittee must be in attendance at time specified and shall not leave facility unattended at any time.

REFUNDS ON CANCELLATIONS: all fees will be forfeited if reservation is cancelled within two weeks prior to use date. There will be a charge of \$100.00 on any cancellation.

APPLICANT'S AGREEMENT: I certify that I have read and will abide by the rules and regulations of the Valley-Wide Recreation and Park District and hold any of its officers, agents or employees harmless from any damage which may arise in connection with this request. I further agree to reimburse the District for any loss or damage to District property occasioned by such use, fair wear and tear excepted.

Applicant/User agrees to be solely responsible for any and all liability, claims, loss, demands, damages, costs and expenses, including attorney's fees, arising out of or resulting from any injury to persons or damage to property which arise out of its use of District's facilities. Applicant/User agrees to defend, indemnify, and hold harmless District, its officers, agents, employees, and causes of action, suits and expenses, whether or not any such claim or action is alleged to have been caused in part by District as a party indemnified hereunder. I understand that the District reserves the right to cancel this agreement at any time.

SIGNATURE OF APPLICANT: DATE:

- \* NO water slides, sprinklers or portable pools on park grounds.
\* NO glitter, sparkles, confetti or lit candles to be used.
\* NO Smoking.
\*\*\* Insurance: Each group needs to provide a certificate of Insurance naming Valley-Wide Recreation and Park District as Additional Insured (\$1,000,000 liability/\$2,000,000 General Aggregate), also including a Additional Endorsement form naming Valley-Wide Recreation on it. Insurance must be on file with us before final approval of facility usage. See Item #17 & #18 of Facility Use Procedure guidelines.
\* Any special set-ups require a diagram. Please use the backside of this form for set-up information.
\* Events and parties must provide security, 1 guard for each 100 people, plus guard for the parking lot & restrooms. See item #12 of the Facility Use Procedure guidelines for complete info.
\* In unincorporated areas additional county permits may be required.

FOR OFFICE USE ONLY

Equipment \$
Facility \$
Facility \$
Set-Up \$
Maintenance \$
Total Fees Due \$
Damage Deposit \$
Cleaning Deposit \$
Total Fees & Charges \$
Receipt #

COMMENTS:
SET-UP INSTRUCTIONS:
Calendar Cleared
Alternative Dates

APPROVED
Administrator
Supervisor
Maintenance

Instructors check off: (first time only)
Insurance: Waivers:
Prints: Proposal:
Payment: type: