



APPLICATION & AGREEMENT FOR USE OF RECREATION FACILITY

Check box for Facility:

- Sunbeam Lake Park
1750 Drew Road
Seeley, CA 92273
 Wiest Lake Park
5351 Dietrich Road
Brawley, CA
92227
 Palo Verde Park
520 B. Ben Hulse Hwy
Palo Verde, CA 92266
 Red Hill Park
7581 Garst Road
Calipatria, CA 92233

Requests must be submitted at least 7 business days in advance.
Requests for large events must be submitted at least 14 business days in advance.
Under no circumstances will an event be approved without this advance request.
Please submit to office or via email to: countyparksandrecreation@co.imperial.ca.us

CONTACT INFORMATION	Applicant Name/Organization:		Organization Contact (if different from Applicant):	
	Mailing Address:		City:	ZIP Code:
	Phone No. (1):		Phone No. (2):	Fax No.:
	E-Mail Address:		Other:	

EVENT INFORMATION	Type/Purpose of Event:			Estimated Attendees:			
	Area Requested:			Date(s) Requested:			
	Day One:	Date	_____	Start Time	_____	End Time	_____
	Day Two:	Date	_____	Start Time	_____	End Time	_____
	Day Three:	Date	_____	Start Time	_____	End Time	_____
Other	Date	_____	Start Time	_____	End Time	_____	

USE INFORMATION	Will food be provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will alcohol be allowed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will admission or a fee be charged?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Will there be amplified music?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will a generator be used?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will park electricity be used?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Will park water be used?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is the event open to the public?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will there be food vendors at your event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Will there be merchandise vendors at your event?	<input type="checkbox"/> Yes <input type="checkbox"/> No	I/We have Liability Insurance:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Amount: \$	

Temporary Structures & Equipment (tents, tables, bounce house, portable toilets, etc): _____
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Please note that this is an application ONLY and the use of the facility is only authorized if the section on the back is complete and signed by the department. Note also the conditions as follows:

Please Sign and Date:

HOLD HARMLESS CLAUSE

Applicant hereby agrees to hold the County of Imperial, the Department of Public Works, the Parks & Recreation Division, the individual members and all officers, agents, and employees of the County, Department and Division, 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 County property. The applicant agrees to furnish such liability or other insurance for the protection of the public, the County, the Department and Division as may be required.

I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant for any damages sustained by the park building, furniture, equipment, or grounds accruing through the occupancy or use of said building and/or grounds by applicant.

I hereby certify that I have read the rules, regulations, conditions and terms of this application and that I, and the applicant which I represent, will abide by them and will conform to all applicable provisions of the Constitution and the laws of California and to all other directives of the County, Department and Division and their authorized agents.

I further certify that I, and the organization I represent, will comply with all the provisions of the **Americans with Disabilities Act** during that period of time when authorized to use the buildings/grounds of the County of Imperial.

I certify that all statements on this application are complete and correct.

The Department of Public Works Director (or designee) may revoke an approved permit or deny either the issuance or renewal thereof, at any time if the applicant and/or permittee violate the conditions of such permit as specified by the County Codified Ordinance and/or the Director.

Signature: _____

Date: _____

OFFICIAL USE ONLY

APPROVED

DENIED

TOTAL EVENT USE FEES:

CLEANING DEPOSIT:

PARK USE FEE:

WATER USE FEE:

AREA OF USE

See Attached Map

Open to Full Facility

SPECIAL CONDITIONS: All items are approved requests and/or required conditions that you must provide.

LIABILITY INSURANCE

ALCOHOL CONDITIONS (attached)

COMMUNITY EVENT PERMIT (EHS)

EVENT AGENDA

SECURITY AT YOUR EXPENSE

FOOD BOOTH PERMITS (EHS)

SITE PLAN

LIFEGUARD AT YOUR EXPENSE

TEMPORARY BUSINESS LICENSE (Treasurer)

PARKING PLAN

A LIST OF ALL VENDORS TO ICPDS

FISHING PERMITS (Fish & Wildlife)

TRASH DISPOSAL

PORTABLE TOILET SERVICE

OTHER

Management Signature: _____

Date: _____

OFFICE COMMENTS/CONDITIONS: