



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: _____

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

Estimated Attendance: _____ (Minimum/Maximum)

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

Will alcoholic beverages be served? _____ **Alcohol Hours (Maximum 4 Hours):** _____
 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 using: _____

(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: _____

California State Drivers License/ID number: _____ DOB: _____

Signature of Applicant: _____ Date: _____

Please Initial Below

- ____ I, the undersigned, have read and agree to abide by the rules and regulations as stated in the Park Policy booklet and any attached rules.
- ____ Cancellations more than 30 calendar days prior to reservation date minus 15% cancellation fee from the site.
- ____ Cancellations less than 30 calendar days prior to reservation date minus 30% cancellation fee from the site
- ____ 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. Reservation 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 Cash

FEES	
PARK PERMIT:	\$ _____
ALCOHOL PERMIT:	\$ _____
ELECTRICITY:	\$ _____
STAFF HRS.	\$ _____
AMPLIFICATION:	\$ _____
INSURANCE:	\$ _____
DEPOSIT:	\$ _____
OTHER:	\$ _____
TOTAL:	\$ _____