

ROLLING HILLS COMMUNITY SERVICES DISTRICT ("District")  
P.O. BOX 5266  
EL DORADO HILLS, CA 95762  
(916) 235-8671

**PARK AND FIELD USE APPLICATION FOR PERMIT**

NEW RENTAL       CHANGE

APPLICATION DATE: \_\_\_\_\_ EVENT DATE: \_\_\_\_\_ # OF GUESTS: \_\_\_\_\_

Park(s) Requested: Berkshire Park, Stonebriar Park, Stonebriar Soccer Field, Stonebriar Baseball

FIELD/PARK NAME	TIME REQUESTED	
_____	FROM _____ am/pm TO _____ am/pm	# OF GUESTS: _____

<b>Description of Event:</b>	<b>**At your event are you using:</b>	<b>**At your event is:</b>	YES	NO
(i.e.: Wedding, Reunion, Birthday, Team Party/Game)	<input type="checkbox"/> BBQ <input type="checkbox"/> Jump House (inflatable)	Alcohol Served?	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> GROUP EVENT	<input type="checkbox"/> Dunk Tank <input type="checkbox"/> Climbing Walls	Food Sold?	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> YOUTH EVENT	<input type="checkbox"/> Slip-n-Slide	Admission or Fee	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> ADULT EVENT	<input type="checkbox"/> Carnival Games <input type="checkbox"/> Caterers	Charged?	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> OTHER	<input type="checkbox"/> Professional Entertainment	Fundraiser?	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Amplified Sound	Special Equipment?	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Soccer <input type="checkbox"/> Softball/Baseball	<b>**Special approval and/or additional fees/insurance will be required.</b>		
	<b>**Are you bringing anything?</b>			
	<input type="checkbox"/> Rental Equipment _____			

	YES	NO	DUE DATE	RECEIVED
Liability Insurance Required:	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
Chaperones Attending	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>

Applicant Name: \_\_\_\_\_ Phone (day) \_\_\_\_\_ Alt. contact (Cel) \_\_\_\_\_

Organization Name: \_\_\_\_\_ Phone (day) \_\_\_\_\_ Alt. contact (Cel) \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**BY SIGNING, YOU ARE VERIFYING THE INFORMATION PROVIDED IS TRUE AND ACCURATE**

			Resident**	Non-Resident	Deposit
Reservation Fee	\$ _____	Berkshire Park	\$5	\$10	\$75
Additional Hours	\$ _____	Stonebriar Park	\$10	\$25	\$150
Deposit Amount	\$ _____	Stonebriar Soccer Field (per hour)	\$10	\$100	\$150
		Stonebriar Baseball Field (per hour)	\$10	\$100	\$150
<b>TOTAL DUE:</b>	\$ _____				
<b>AMOUNT PAID:</b>	\$ _____	<input type="checkbox"/> Check # _____	Reservation Taken By: _____	Date: _____	

**\*\* ALL ORGANIZED SPORTS EVENTS WILL BE CHARGED AT THE NON-RESIDENT RATE AND ONLY ALLOCATED TO THE DESIGNATED ATHLETIC FIELD**

CSD USE ONLY

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_ Refund Deposit? Yes  No  Partial

Reservation Check Out Completed: \_\_\_\_\_ Date: \_\_\_\_\_ Amount \$ \_\_\_\_\_

General Mgr. Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Receipt Number: \_\_\_\_\_

Comments: \_\_\_\_\_ Approved By: \_\_\_\_\_

\_\_\_\_\_

## PARK AND FIELD USE GUIDELINES AND DISCLAIMER

### **PARK RULES** (as adopted 3/21/09):

1. Park open from dawn to dusk.
2. All dogs must be on a leash pursuant to California Penal Code.
3. All dogs' feces must be picked up and properly disposed of.
4. No motorized vehicles allowed.
5. No roller skates, skateboards, bicycles, or roller blades allowed except on the concrete surrounding the baseball diamond.
6. Use of park benches as a jump rail or grind rail is prohibited.
7. No alcoholic beverages allowed.
8. No glass containers allowed.
9. Do not harass wildlife.
10. No camping allowed.
11. No fires at anytime except in designated BBQ areas.
12. No golfing.
13. No athletic shoes with cleats.
14. No stakes are allowed to be driven into the park field.
15. Organized athletic/social events are subject to a special use permit issued by the Rolling Hills Community Services District.
16. Amplified sound or noise is prohibited.

1. **Reservation application**/request must be completed within ten (10) business days of reservation date.
2. **Cancellations** must be made in writing and received within five (5) business days of the reservation date. No refunds will be issued for cancellations received within three (3) business days of the reservation date.
3. **Deposit Refunds** will be processed within four (4) weeks of the reservation date. District is authorized to withhold deposit funds if the facility is left with excessive trash and/or damage.
4. **Alcohol** - No person shall consume any alcoholic beverage within any park facility, except within the picnic areas and other designated eating areas (with approved application). Alcohol consumption is prohibited within the following areas: on playing fields of any park and areas immediately surrounding the play fields. Alcohol will not be permitted in any park facility after the curfew hours posted in the park.
5. **No person shall smoke** any substance in any area designated as a nature trail/area, open space or in any District park or facility where smoking is prohibited. These areas will be designated by appropriate signage.
6. **No fundraising** activities except with prior written permission of the District.
7. **No food, beverage, novelty, or other commodity, service or instruction shall be sold** in any District facility without prior written permission of the District.
8. **A \$1,000,000 Insurance certificate listing the District as additional insured in the amount of \$1,000,000 is required, along with additional approval for Jump Houses, Dunk Tanks, Professional Entertainment, Slip-n-slides, Climbing Walls, Carnival Games, Caterers, etc. \$2,000,000 is required for all sports organizations. Applicant is responsible for securing the additional insurance and providing necessary copies to the District as specified by the due date on the front of this application. IF INSURANCE IS NOT RECEIVED, YOUR EVENT, ATTRACTION OR VENDOR WILL NOT BE PERMITTED AT YOUR EVENT.**
9. **Dogs are allowed on a 10' leash (or shorter) at any District Park.**
10. **Amplified sound or noise will not be permitted at any CSD Sports Fields (without special permission).**
11. **Chaperones** are required as follows: One (1) adult for each 20 minors (12 years old or under). A Chaperone List must be submitted to the District as specified by the due date on the front of this application.
12. **In case of emergency**, the District reserves the right to cancel a reservation prior to the scheduled event without liability. In this case, a full refund will be processed.
13. **Renters are responsible** for bagging and removal of all trash created from their event.
14. **This agreement is not for exclusive use** of facilities; the public may officially reserve the park as a courtesy only. Reservations enable staff to inform the public that the picnic area is reserved. The park will remain open to the general public. A copy of this form approved by CSD staff will be provided to renter as proof of reservation.
15. **If the District provides electricity**, picnic tables and trash receptacles, they are limited. You may use what is on site and/or bring additional items needed.
16. **No vehicles** are allowed on park grounds.
17. **There are no reservations on Sundays.**

18. **Applicant(s) agrees to be personally responsible** for their party and guarantees orderly behavior and agrees to underwrite any damage due to their use of facilities.

19. **Applicant(s) is responsible** for any damage to persons or property caused by renter and/or guests, including District personnel and property, and shall hold the District harmless for same. A signed Release and Indemnification Agreement must accompany this application in the form attached hereto.

If you need additional information, please contact the Rolling Hills Community Services District at (916)235-8671 or at [gm@rollinghillscsd.org](mailto:gm@rollinghillscsd.org).

**I have read and agree to follow the above Park Rules and Park and Field Use Guidelines and Disclaimers and will obey all posted signs.**

Applicant Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

### **Release and Indemnification Agreement**

The applicant is solely responsible for any damage, loss, accident or injury to persons or property resulting from the use of Rolling Hills Community Services District (District) facilities. Applicant shall be responsible for control and supervision of the people in attendance during the use of the facility and shall see that no damage is done. Any violation of the District's Rules and Regulations can result in revocation of this permit and denial of further permits, and in case of damage to a facility, financial reimbursement for repair or replacement will be demanded.

I individually, and on behalf of my successors, heirs, administrators and assigns, agree to release, indemnify, defend and hold harmless the District, its governing board, employees, officers, and agents, from any and all actions, demands, and/or claims, costs (including legal fees and costs) and liability, including claims for negligence, which may arise from or in connection with the use of said facilities. Furthermore, I hereby agree that the District, its employees or officers, may act in an emergency as best fits the situation if efforts to contact me or any other responsible person fail.

Applicant Signature: \_\_\_\_\_ DATE: \_\_\_\_\_