

## LACY PARK GROUP ACTIVITY PERMIT

This permit is required for any group activity involving more than fifteen (15) persons. Reservations are considered on a first come first served basis. The City of San Marino reserves the right to deny group permits on any given day. The Permit is not considered issued until Applicant meets all requirements and all fees are paid. Under no circumstances shall the Applicant sublease or allow any other organization or individual to use Lacy Park for the period which the Applicant has reserved. In the event Lacy Park is not left in the same condition as when Applicant arrived, the Applicant shall be charged for any maintenance or repair fees incurred by the City. For wedding ceremonies, Applicant is also required to obtain a Filming Permit.

**Group (Applicant) Name:**

**Group (Applicant) Address:**

**City:**

**Zip:**

**Group (Applicant) Telephone:**

**Representative's Name:**

**Representative Address:**

**City:**

**Zip:**

**Representative's Telephone:**

**Description of Event/Activity:**

**Date requested:**

**Area requested:**

**Number of Tables:**

**Time event begins (include set-up):**

**Time event ends (include clean-up):**

FEE SCHEDULE

RESIDENTS OF SAN MARINO

(Groups over 15 persons)

\$145.00

NON-RESIDENTS

(Groups over 15 persons)

\$290.00

LATE FEE (Less than 10 working days)

\$25.00

- Children ages Fou4 (4) and under free of charge
- Liability Insurance Required for groups over 50 persons
- Permission Slips and Liability Insurance Required for ALL School Activities
- Reservations may be made up to 3 months in advance
- Reservations of 200 or more may require additional approvals

Maximum Number of Persons in Group: \_\_\_\_\_

Reservation Fee: \$ \_\_\_\_\_

Insurance Premium: \$ \_\_\_\_\_

Late Fee: \$ \_\_\_\_\_

TOTAL FEES CHARGED: \$ \_\_\_\_\_

The Applicant shall indemnify, defend, and hold harmless the City of San Marino, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with the Applicant's, or any member of the group's, use/occupancy of Lacy Park.

Applicant shall procure and maintain general liability insurance against any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with the Applicant's, or any member of the group's, use/occupancy of Lacy Park in the amount of \$1,000,000 (one million dollars) per occurrence. Such insurance shall name the City of San Marino, its officers, employees, and agents as additional insured prior to the event reservation date. If a copy of the Insurance Certificate is not in file prior to the event, the City of San Marino will deny the Applicant access to Lacy Park.

Applicant shall report any personal injuries or property damage arising any time during and/or arising out of or in any way connected with the Applicant's, or any member of the group's, use/occupancy of Lacy Park to the City Manager or his/her designee, in writing and as soon as practicable.

Applicant waives any right of recovery against the City of San Marino, its officers, employees, and agents for fires, floods, earthquakes, civil disturbances, regulation of any public authority, and other causes beyond their control. Applicant shall not charge results of "acts of God" to the City of San Marino, its officers, employees, or agents.

Applicant waives any right of recovery against the City of San Marino, its officers, employees, and agents for indemnification, contribution, or declaratory relief arising out of or in any way connected with the Applicant's, or any member of the group's, use/occupancy of Lacy Park, even if the City of San Marino, its officers, employees, or agents, seek recovery against Applicant.

Applicant agrees to be responsible for enforcing the Rules and Regulations for using Lacy Park under this Permit and for the payment of all fees and/or penalties required by this Permit.

I am the Applicant, or the authorized representative/agent of the organization, and the information provided is true and correct. I have also read and understand the conditions of this Permit and agree to all of the aforementioned rules, regulations, and conditions of use.

**SIGNATURE:**

**DATE:**

**FOR CITY USE ONLY**

**Received by:**

**Approved by:**

**Denied by:**

**Date:**