



COMMUNITY PARK USE APPLICATION/PERMIT  
6000 Heritage Trail  
Clayton, CA 94517  
(925) 673-7300

Applicant/Contact Name: \_\_\_\_\_

Organization's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Description of Activity: \_\_\_\_\_

Anticipated Attendance: \_\_\_\_\_

Will alcohol be served or sold at this function?  No  Yes (Requires separate City Permit)

Group Picnic Areas:  #1  #2  #3  #4  #5 Clusters  
 #6 Large Group Picnic Shelter  #5 & 6 Combo  #7

Date Requested: \_\_\_\_\_

Hours of Use: From \_\_\_\_\_ am / pm To \_\_\_\_\_ am / pm

Ball fields:  Field #1  Field #2  Field #3  Field #4

Date Requested: \_\_\_\_\_

Hours of Use: From \_\_\_\_\_ am / pm To \_\_\_\_\_ am / pm

**Fees: Note: All fees are due at time of application. Make checks payable to City of Clayton**

The undersigned hereby agrees to be responsible for the repair of any damage to the facility occurring during and by this use, and agrees to be responsible for the conduct of all persons attending this function. Applicant further agrees to execute the required City of Clayton Hold Harmless Agreement, and to submit to the City any required certificates of insurance. The undersigned has received a copy of the Park Use Policies and agrees to comply with the rules and regulations therein.

\_\_\_\_\_  
Applicant/Designated Representative

\_\_\_\_\_  
Date

Hold Harmless Agreement

As applicant, or an officially authorized representative of the applicant, agree that as a condition of use of the City of Clayton Park Facilities, the applicant hereby agrees to, and shall defend, indemnify and hold the City of Clayton, its officials, officers, directors, employees, volunteers and agents harmless from and against any or all loss, liability, expense, claim, costs, suits and damages of every kind, nature and description, directly or indirectly, arising from usage or activities for which Community Park Use Permits are granted.

Applicant/Designated Representative \_\_\_\_\_

Date \_\_\_\_\_

City of Clayton Use Only

Category:     Resident     Non Resident     Commercial     Community

Picnic Area # \_\_\_\_\_ # of hours \_\_\_\_\_ @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Picnic Area # \_\_\_\_\_ # of hours \_\_\_\_\_ @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Ball Field # \_\_\_\_\_ # of hours \_\_\_\_\_ @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Ball Field # \_\_\_\_\_ # of hours \_\_\_\_\_ @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Alcohol Permit = \$ \_\_\_\_\_

Noise Permit = \$ \_\_\_\_\_

TOTAL FEES = \$ \_\_\_\_\_

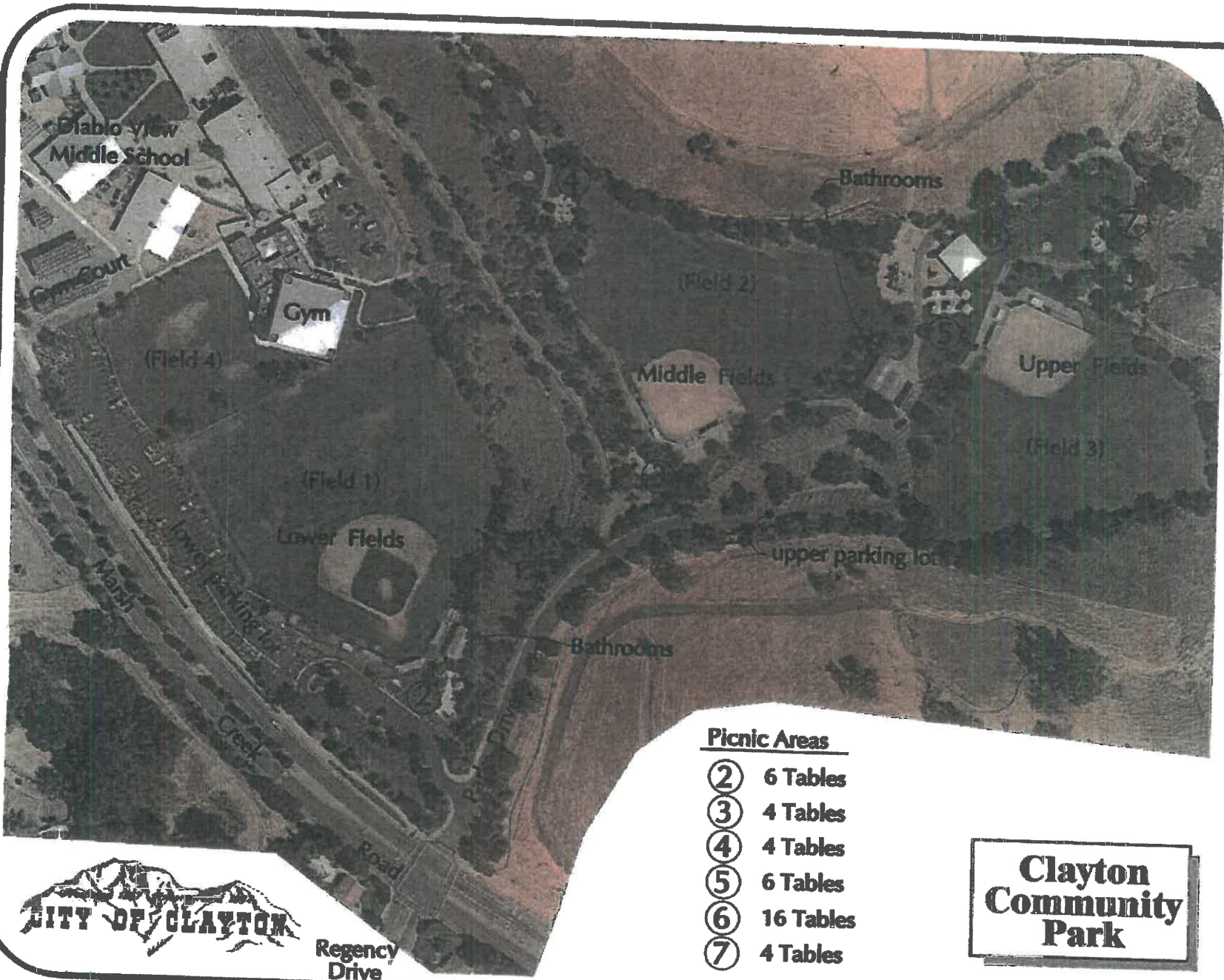
Note: Fees are non-refundable, except for rain outs when an acceptable alternate date is unavailable.

Total fees received: \$ \_\_\_\_\_ (101-5602-00)      Receipt #: \_\_\_\_\_

- Hold Harmless agreement signed.
- Certificate of Liability Insurance received/attached (only if serving alcohol)
- Copy of Identification (i.e. driver's license, photo ID)

Adjustment of rental fees approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Application / Permit accepted by: \_\_\_\_\_ Date: \_\_\_\_\_



Regency Drive

**Picnic Areas**

- ② 6 Tables
- ③ 4 Tables
- ④ 4 Tables
- ⑤ 6 Tables
- ⑥ 16 Tables
- ⑦ 4 Tables

**Clayton  
Community  
Park**

## Clayton Community Park Picnic Areas Information and Rental Fee Rates

Updated 09/17/16, per City Council Resolution #39-2015

7411 Marsh Creek Rd @ Regency Dr

Picnic Area	2	3	4	5 (6 areas)	6	5 & 6 Combo	7
	1 was combined with 2			1 wheelchair accessible table	2 wheelchair accessible tables	3 wheelchair accessible tables	
<b>Capacity</b>	50	50	50	50	150	200	50
<b>Seating</b>	Up to 48	24-32	24-32	Up to 48	96-126	132-174	24-32
<b>Tables</b>	6	4	4	1 (6 tables in all)	16	22	4
<b>Barbecues</b>	3	2	2	4 (1 large and 3 smaller)	2 (large)	6 (3 large and 3 smaller)	2
<b>Alcohol</b>	Beer and Wine by permit only	Beer and Wine by permit only	Beer and Wine by permit only	Beer and Wine by permit only	Beer and Wine by permit only	Beer and Wine by permit only	Beer and Wine by permit only
<b>Play Areas</b>	Not within sight	Not within sight	Not within sight	Adjacent to the area	Adjacent to the area	Adjacent to the area	Within sight
<b>Drinking Fountain</b>	At bathroom area	No	No	Yes	Yes	Yes	No
<b>Shade</b>	Over one table	Over one table	Over one table	Shade Structure over each table	Large Shade Structure	Large and small shade structures	Large shade trees
<b>Reservation time</b>	Flexible	Flexible	Flexible	One reservation per day	One reservation per day	One reservation per day	Flexible
<b>Resident Rates</b>	\$18/ 4 hours	\$18/ 4 hours	\$43/ 4 hours	\$35/4hr flat fee per table #1 & #2 3 or more table- \$6.00 per table 4 hour minimum	\$35 per hour 4hr minimum (\$136) OR \$378 / day	\$57 per hour 4 hour minimum (\$228) OR \$464/ day	\$46/ 4 hours
<b>Non-Resident Rates/ Commercial</b>	\$25/ 4 hours	\$25/ 4 hours	\$55/ 4 hours	\$45/4hr flat fee per table #1 & #2 3 or more tables- \$7.00 per table 4 hour minimum	\$49 per hour 4 hour minimum (\$192) OR \$464 / day	\$76 per hour 4 hour minimum (\$304) OR \$605/ day	\$59/ 4 hours

**ADDITIONAL FEES:**

**Reservation Rental Time Change (same date): \$40 less than 7 calendar days prior to use**

**Reservation Rental Date Change: \$50 less than 7 calendar days prior to use**

**Rental Cancellation: 14 days or less – no refund; 15-29 days - 50% refund and \$25 processing fee; 30 or more days - \$25 processing fee**

**Rain out: Reschedule to alternate date at no additional cost (no refund)**