



# PICNIC TABLE APPLICATION

## RECREATION SERVICES



### RENTAL REQUEST CLASSIFICATION

- Private Rental   
  Company/Business Rental   
  Non-Profit Organization # \_\_\_\_\_  
*(must provide 501(c)3 status letter/number)*

Application Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Birthdate: \_\_\_\_\_

### PICNICE INFORMATION

Date Requested: \_\_\_\_\_ Type of Event: \_\_\_\_\_ No. Attending: \_\_\_\_\_

Time Block Requested:     9:00 a.m.-2:00 p.m.     2:00 p.m.-7:00 p.m.     9:00 a.m.-7:00 p.m.

**Please check which picnic area(s) you are requesting:** *(Please note: Number of tables will be assigned based upon expected attendance. Each table seats 8 adult.)*

**Diablo Vista Park**  
1000 Tassajara Ranch Drive

- Tables 1-3
- Tables 4-5
- Tables 6-9

**Hap Magee Ranch Park**  
1025 La Gonda Way

- Tables 1-4
- Tables 5-8
- Tables 9-12

**Oak Hill Park**  
3005 Stone Valley Road

- Tables 1-7  
*(by sand volleyball court)*

**Osage Station Park**  
816 Brookside Drive

- Tables 1-7
- Tables 8-11
- Tables 12-13
- Tables 14-21

**Sycamore Valley Park**  
2101 Holbrook Drive

- Lower Level*
- Tables 1-5
- Tables 6-7
- Tables 8-12
- Tables 13-15
- Upper Level*
- Tables 16-22
- Tables 23-28

**Deposit:** A \$100 refundable security deposit is required when ALL picnic tables in an area are reserved.

**Bocce Courts at Sycamore Valley Park:** *(subject to availability)*

Bocce Rental Type	Private Group	Non-Profit	Commercial	Government
<b>Resident Fee:</b>	\$15.00/hr	\$10.00/hr	\$23.00/hr	\$10.00/hr
<b>Non Resident Fee:</b>	\$19.00/hr	\$13.00/hr	\$29.00/hr	\$10.00/hr

- Bocce Court 1       Bocce Court 2       Bocce Court 3       Bocce Court 4  
 Bocce Court 5       Bocce Court 6       Bocce Court 7       Bocce Court 8

Beginning Time: \_\_\_\_\_ End Time: \_\_\_\_\_ (1 hour minimum rental)

**POLICIES AND PROCEDURES**

- 1. NO INFLATEABLE STRUCTORS, JUMP HOURS, PONIES, OR DUNK TANKS ALLOWED**
- 2. NO REFUNDS** on picnic reservations unless rained out.
- 3. NO HARD ALCOHOL ALLOWED.**
- 4.** No plastic tarps, tents, or stakes on/in any grass area.
- 5.** No BBQs (other than what is provided in the park) are allowed.
- 6.** Reservations are confirmed after an application has been submitted, all applicable fees have been paid, and an **approved** permit has been issued.
- 7.** All picnic reservations with an expected attendance of 100 or more must have insurance. A Certificate of Liability can be purchased through the Town of Danville or provided by the renter.
- 8.** All renters must provide their own bocce equipment.

**INSURANCE REQUIRMENTS**

Insurance is required for all parties with an anticipated attendance of 100 or more. Insurance can be purchased through the Town of Danville for \$142.98, or can be provided by the renter.

Insurance Required?  Yes  No

I will provide my own insurance.       I will purchase insurance through the Town of Danville

The Town of Danville requires permit users to provide a “**Certificate of Liability Insurance**” naming the **Town of Danville as an additional insured**. Certificate must include the Town’s address, which is **510 La Gonda Way, Danville, CA 94526**. You may purchase liability insurance coverage through the Town of Danville for an additional cost, or you may provide it through your homeowner’s insurance carrier. Insurance coverage must be submitted 90 days prior to your scheduled event, or at the time of booking if under 90 days. (Please refer to the Town of Danville’s “Policies and Procedures Manual” for further details.)

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_