

**CITY OF ROLLING HILLS ESTATES
ERNIE HOWLETT PARK**

25851 Hawthorne Boulevard, Rolling Hills Estates, CA 90274
Park Office: (310) 541-4585 City Hall: (310) 377-1577

PARK PERMIT APPLICATION

Please bring a copy of your approved Park Permit with you on the date of your event.

1. APPLICANT'S NAME: _____

ADDRESS _____
(Street, City, Zip)

CELL PHONE: (____) _____ - _____ HOME PHONE: (____) _____ - _____

E-MAIL: _____

If applicant is representing a business or organization, please complete # 2:

2. SPONSORING ORGANIZATION/BUSINESS: _____

ADDRESS: _____
(Street, City, Zip)

BUS. PHONE: (____) _____ - _____ CELL PHONE: (____) _____ - _____

3. PURPOSE OF GATHERING: _____

4. DATE REQUIRED: _____ FROM _____ TO _____
MM / DD / YYYY (HOUR) (HOUR)

5. DESCRIPTION OF PORTION OF FACILITY TO BE USED (See park map on back of application)

6. NUMBER OF PEOPLE ATTENDING YOUR GATHERING _____

7. TYPE OF ACTIVITIES PLANNED: _____

8. WILL THE EVENT USE: ENTERTAINMENT / FOOD CATERING / PONY RIDES / GAMING TRUCK / PETTING ZOO / OR OTHER CONTRACTUAL VENDOR SERVICES? (NO MOBILE FOOD TRUCK VENDORS OR INFLATABLE BOUNCE DEVICES ALLOWED PER CITY ORDINANCE). **Circle: YES NO**

IF YES, PLEASE HAVE VENDOR COMPLETE AND SUBMIT THE ATTACHED ONE-DAY BUSINESS LICENSE APPLICATION FOR NON-RHE BUSINESSES WITH SEPARATE PAYMENT ATTACHED TO THIS APPLICATION. CONTRACTUAL SERVICES VENDOR MUST SUBMIT A CERTIFICATE OF GENERAL LIABILITY INSURANCE NAMING THE "CITY OF ROLLING HILLS ESTATES AS ADDITIONALLY INSURED" PRIOR TO THE EVENT TO: Andy Clark, Community Services Director at andyc@ci.rolling-hill-estate.ca.us or fax to: (310) 377-4468.

1. Name of Company: _____

Company Address: _____
(Street, City, Zip)

Business Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Company E-Mail: _____ Website: _____

RHE Annual Business License # (if applicable): _____

9. I HAVE READ UNDERSTAND AND WILL ABIDE BY THE ATTACHED CITY OF RHE PARK RULES AND REGULATIONS OF THE RHE MUNICIPAL CODE. **Circle: YES NO**

10. PARK PERMIT INDEMNIFICATION AGREEMENT

I HEREBY CERTIFY THAT I WILL ABIDE BY ALL RULES AND REGULATIONS OF THE CITY OF ROLLING HILLS ESTATES AND WILL ENFORCE SUCH RULES AMONG THE PARTICIPANTS IN MY PARTY/ORGANIZATION. I HAVE READ AND WILL ABIDE BY THE APPROVAL CRITERIA AND OTHER REQUIREMENTS LISTED IN ACCOMPANYING DOCUMENTS.

SIGNATURE

DATE

HOLD HARMLESS AND DEFEND STATEMENT

In consideration of the granting of this application for a Park Permit, the undersigned applicant agrees and represents that the applicant has the legal authority to waive and release the City of Rolling Hills Estates, its elected officials, officers, agents, employees and volunteers (collectively "City") from and against any and all claims, costs, liabilities, expenses or judgements including attorney's fees and court costs arising directly or indirectly out of the obligations undertaken in connection with this Permit, or applicant's use, occupancy, possession or activities at the Park (collectively "Claims"), and further agrees to indemnify and defend the City from and against any and all such Claims to the fullest extent permitted by law, except for Claims arising from the gross negligence or willful misconduct of the City. This waiver, release, indemnity and defense obligation will continue for the entire time that any third party can make a Claim against the City.

SIGNATURE OF AUTHORIZED AGENT

DATE

(FOR OFFICE USE ONLY)

ACCEPTED BY: _____ DATE: _____ APPROVED: _____ DATE: _____ DISAPPROVED: _____ DATE: _____

CLEANING DEPOSIT: \$ _____ Refundable Cleaning Deposit - \$50
(Amount + Check # or "Cash")

RECEIPT #: _____

PARK USE FEES: 20-30 People - \$20 FEE RECEIVED (add Kitchen Fee if requested): \$ _____
(Circle amount of people) 31-50 People - \$40 (Amount + Check # or "Cash")
51-100 People - \$60 **RECEIPT #:** _____
Kitchen Use - \$35

ONE-DAY BUSINESS LICENSE FEE: \$36 PER BUSINESS
(MUST ATTACHED COMPLETE APPLICATION)

FEE RECEIVED: \$ _____
(Amount + Check # or "Cash")
RECEIPT #: _____