

LACY PARK SAN MARINO

RULES AND REGULATIONS FOR GROUP PERMITS

Any group or persons conducting activities in Lacy Park under a Permit shall be subject to the following Rules and Regulations as set forth in Chapter XVII of the San Marino City Code.

1. Groups of over 50 people need to provide the City with liability insurance and they can either purchase it through the City or with your insurance agent.
2. No open flame fires are permitted in the park.
3. No alcoholic beverages are permitted.
4. No buildings or structures of any kind shall be erected without prior specific written approval of the City. Detailed plans and descriptions shall be submitted with the permit application.
5. No moon bouncers are permitted.
6. The area used shall be cleaned of all trash; debris and other items brought into the Park by the group or persons. The City shall bill the group or persons for any extra cleanup required by the permittee's use of the Park.
7. No vending or peddling or any articles, service or thing is permitted.
8. No cleated shoes are permitted.
9. NO MOTORIZED VEHICLES ARE PERMITTED IN THE PARK EXCEPT BY PRIOR SPECIFIC APPROVAL OF THE CITY.
10. Permitted hours of use are 7:00 a.m. to sunset, Monday through Friday, and 7:00 a.m. to 7:00 p.m. on Saturdays and Sundays.
11. All buses must park on Virginia Road adjacent to the Park. All parking regulations and restrictions shall be obeyed.
12. Only the number of persons indicated on the permit shall be allowed at the activity. If persons in excess of the permitted number are found to be at the activity, the applicant shall be billed the additional fee plus a twenty-five percent (25%) penalty fee.
13. All applicants shall be submitted no less than ten (10) working days prior to the date requested. Applications received in less time, if approved, will be subject to a ten percent (10%) surcharge.
14. Cancellations by the applicant will be subject to a twenty percent (20%) administrative handling fee.
15. No rides, amusement games or similar equipment permitted.
16. Schools coming in to Lacy Park need to provide the City with copies of their permission slips.

ANY VIOLATION OF THESE RULES AND REGULATIONS, OR ANY POSTED RULES AND REGULATIONS, SHALL RESULT IN AN ORDER TO VACATE THE PARK BY THE GROUP OR PERSONS. VIOLATIONS OF THE CITY OF SAN MARINO LACY PARK RULES AND REGULATIONS CONSTITUTE A MISDEMEANOR. THE UNDERSIGNED AGREES TO BE RESPONSIBLE FOR ENFORCING THESE RULES AND REGULATIONS AND HEREBY ACCEPTS ALL LIABILITY RESULTING FROM VIOLATION OF THESE RULES AND REGULATIONS BY ANY MEMBER OF THE GROUP.

Please make checks payable to the City of San Marino. The Public Works Director must approve all applications. Any questions regarding this permit application can be answered by calling San Marino City Hall at (626) 300-0700.

LACY PARK GROUP ACTIVITY PERMIT

This permit is required for any group activity involving more than fifteen (15) persons.

Group Name:		
Group Address:	City:	Zip:
Group Telephone:		
Representative's Name:		
Representative's Address:	City:	Zip:
Representative's Telephone:		
Briefly describe nature of activity:		

Date requested:	Area requested:
Time requested:	Number of tables requested:
<p><u>FEE SCHEDULE</u></p> <p>BASE FEE ALL GROUPS (Over 15 Persons) \$65.00</p> <p>ADDITIONAL FEES:</p> <p>WEEKDAYS OVER 50 PERSONS \$2.00/PERSON</p> <p>WEEKENDS</p> <p>-NON-RESIDENTS \$4.00/PERSON</p> <p>-RESIDENTS OVER 50 PERSONS \$2.00/PERSON</p> <p style="text-align: center;">Children Four (4) and Under Free</p>	<p>Number of Persons in Group: _____</p> <p>Number of San Marino Residents: _____</p> <p>Fee Charged: \$ _____</p> <p>(Use fee schedule to left. Be sure to include all applicable additional fees.)</p>

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.

<p>Special requests: (City will try to accommodate all special requests; however, no guarantees can be made.)</p>
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<p>Insurance Premium: \$</p> <p>Concessionaire-Non Food Sales: Additional \$40 (yes/no)</p> <p>TOTAL INSURANCE PREMIUM PAID: \$</p>
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<p>The undersigned will hold the City of San Marino, its officers and employees, harmless from all claims and damages which may arise as a result of any member of the group authorized by this permit to use the Lacy Park.</p> <p>The undersigned 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.</p>	
<p>Signature: _____</p>	<p>Date: _____</p>

FOR CITY USE ONLY		
Received:	Approved by:	Date: