

CULVER CITY PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT

RECREATION DIVISION

4117 Overland Ave, Culver City, CA 90230

TEL (310) 253-6650, FAX (310) 253-6671, OFFICE HOURS 11:30am – 6:30pm Mon – Fri

PARK PATROL (310) 837-1221

PERMIT FORM – Permits must paid for in person.

FACILITY REQUESTED

- BLAIR HILLS PARK PICNIC SHELTER
- BLAIR HILLS PARK PICNIC AREA
- BLANCO PARK PICNIC SHELTER
- BLANCO PARK BUILDING
- CARLSON PARK PICNIC SHELTER
- CULVER CITY PARK PICNIC AREA
- EL MARINO PARK PICNIC AREA
- EL MARINO PARK BUILDING
- FOX HILLS PARK PICNIC AREA
- SYD KRONENTHAL PARK PICNIC SHELTER
- SYD KRONENTHAL PARK BUILDING
- LINDBERG PARK PICNIC SHELTER
- LINDBERG PARK BUILDING (STONE HOUSE)
- TELLEFSON PARK PICNIC SHELTER
- CULVER WEST-ALEXANDER PARK PICNIC AREA
- CULVER WEST-ALEXANDER PARK BUILDING
- VETERANS PARK PICNIC SHELTER

CAPACITY

- (25 MAX)
- (25 MAX)
- (25 MAX)
- (50 MAX)
- (50 MAX)
- (50 MAX)
- (25 MAX)
- (25 MAX)
- (25 MAX)
- (100 MAX)
- (50 MAX)
- (50 MAX)
- (75 MAX)
- (100 MAX)
- (50 MAX)
- (75 MAX)
- (100 MAX)

DATE OF EVENT _____

ESTIMATED ATTENDANCE (*CIRCLE ONE*)
(1-25) (26-50) (51-75) (76-100)

ADDITIONAL FEES APPLY AFTER THE FIRST 25 PEOPLE.

ALL PICNIC RENTALS ARE FROM 10AM TO 4PM ONLY.

Set up may begin no earlier than 10 am. Clean up must be completed no later than 4 pm and space must be vacated by 4 pm.

PARK BUILDINGS ARE STAFFED BETWEEN 10AM-4PM & THE MINIMUM RENTAL PERIOD IS 4 HOURS. PLEASE ENTER YOUR REQUESTED TIMES: _____ to _____

If event times are outside the hours of 10AM-4PM then staffing fees will apply. Additional fees shall apply after the first 4 hours.

MOONBOUNCE: _____ YES _____ NO

No moonbounces at Lindberg or Carlson Park.



PLEASE READ THE POLICIES ON THE REVERSE SIDE OF THIS FORM AND INITIAL HERE. _____

I, the undersigned, do hereby certify that I will abide by the policies governing the use of the picnic shelter, areas, facilities, or fields requested as set forth on the back of this application, which includes **NO ALCHOLIC BEVERAGES**. I will specifically accept responsibility for any damages to the picnic shelters, areas, or facilities as a result of the occupancy of said premises by my group or organization. **I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO LEAVE THE FACILITIES AS CLEAN AS WHEN MY GROUP OR ORGANIZATION ARRIVES.**

I AGREE TO HOLD HARMLESS, RELEASE AND FOREVER DISCHARGE the City of Culver City, its respective elected and appointed Boards and Commissions, its officers, agents, and employees from any and all claims and demands whatsoever, which the undersigned, or any third person, or any person acting under my or their behalf, have or may have against the City of Culver City, or its respective elected and appointed Boards and Commissions, its officers, agents, and employees by reason of any accident, bodily injury or death arising or occurring from or during my use of the Culver City parks, picnic shelters, areas, or facilities.

I UNDERSTAND THAT BY SIGNING THIS RELEASE, I AM FOREVER GIVING UP ALL RIGHTS TO SUE THE *City of Culver City* OR ITS ELECTED OR APPOINTED BOARDS AND COMMISSIONS, ITS OFFICERS, AGENTS' OR EMPLOYEES, OR TO RECOVER ANY MONEY OR DAMAGES FROM THEM FOR ANY HARM, INCLUDING BODILY INJURY OR DEATH, OCCURING FROM OR DURING MY USE OF THE PARK, PICNIC SHELTER, AREA, OR FACILITIES.

NAME: _____ DATE: _____ PHONE: _____

ADDRESS _____ CITY: _____ ZIP: _____

SIGNATURE: _____ ORGANIZATION: _____

**After a reservation has been paid for, there is NO REFUND issued except in the event of rain.
There is no exception to this policy.**

1. Picnic permits hours vary from park to park but are limited to no sooner than 10:00 am and no later than 5:00pm in order to reduce the disturbance to the residents.

2. All Building Renters are required to sign the Building Rental Settlement Form before they leave the facility at the end of their permitted time. Failure to do so can substantially delay the return of the Renters deposit.

3. Please be aware that on-site Recreation Leaders assigned to Culver City park sites and/or your event have final say in all disputes regarding Culver City policy, and/or interpretation of these policies.

SETUP

- Do not tie off anything (ropes, banners, signs, etc.) to trees, plants or shrubbery.
- The City of Culver City does not provide any equipment or electrical power for outdoor events.
- The City of Culver City DOES NOT furnish/provide water hookup.
- Electronic amplification for music or voice projection is not allowed. A small boom box powered with “C” or “D” batteries is permissible; however, additional speakers may not be added to boost amplification of sound.
- Shade structures are permitted up to a size of 10’x10’ with all four sides being open. One shade structure per 25 persons is allowed.
- Portable BBQ’s, Stoves, “Taco Carts”, Smokers, and trailer hitched mega grills are not permitted on park grounds.
- Permittees may not stake, or dig anything into turf.

CLEANUP

- Permittee shall be responsible for all cleanup after the event. Cleanup and proper disposal of litter and debris generated by participants in the activity is the Permittee’s responsibility.
- PLEASE BRING LARGE PLASTIC TRASH BAGS AND PLACE REFUSE (TRASH BAGS) IN PROVIDED RECEPTICALS located on site. If receptacles are full, it is the Permittee’s responsibility to take with them all event generated debris.
- Any additional cleaning performed by the City forces will be charged to the Permittee.

PARKING

- Parking spaces may not be blocked off for your event (unless approved by the City of Culver City)
- All motor vehicles are restricted to roadways. VEHICALS ARE NOT PERMITTED ON LAWNS OR PARK WALKWAYS AT ANY TIME (THIS INCLUDES LOADING AND UNLOADING PURPOSES)

§ 9.10.055 PROHIBITIONS

- NO DOGS OR ANIMALS IN CULVER CITY PARKS by § [9.10.400](#) or § [9.10.600](#), WITHOUT PERMISSION FROM CITY COUNCIL. Service animals exempt.
- To leave a bicycle lying on the ground or paving, or set against trees, or in any place or position where other persons may trip over or be injured by it, or leave a bicycle in a place other than a bicycle rack when such is provided and there is space available.
- No gambling.
- To interfere with or hinder any employee, agent or volunteer of the City engaged in maintenance or repair of any park or park facility.
- To fail to produce and exhibit any permit from the Parks, Recreation and Community Services Director he claims to have, upon request of any authorized person who shall desire to inspect the same for the purpose of enforcing compliance with any ordinance or rule.
- SMOKING PROHIBITED IN PARKS AND RECREATIONAL AREAS - § 9.10.500