



City of Capitola Recreation
 4400 Jade Street
 Capitola, CA 95010
 capitolarecreation@ci.capitola.ca.us

Reservable Park Areas

Park Space	Capacity	Amenities
Jade Street Park		
<i>Bounce House & BBQ with permit</i>		
A3 Lawn	30	Public Bathrooms Playground
Patio Lawn	30	Public Bathrooms Community Center Patio (additional rental) Playground
Soccer Lawn 1	74	Public Bathrooms
Soccer Lawn 2	74	Public Bathrooms
Monterey Avenue Park		
<i>Bounce House & BBQ with permit</i>		
Dugout Picnic Tables	40	Picnic Tables Water Fountain
School Side Lawn	40	Water Fountain
Soccer Lawn 1	74	Water Fountain
Noble Gulch Park		
<i>Bounce House with permit</i>		
Creekside Picnic Tables	40	Picnic Tables
McGregor Park		
Seating area	20	Public Porta Potty Skate/Bike/Dog park
Esplanade Park/ Soquel Creek Park/ Peery Park/ Cortez Park Not reservable		
The Park at Rispin Mansion Under Construction and not reservable		

Rental Details: All park spaces are available for reservation for \$10 per hour rate. Minimum 2 hours if location is available. Permittee is responsible for all set up and clean up. Capacity includes all persons in attendance, including helpers and children.

Bounce House Permit: permit fee of \$60 and insurance in a form acceptable by the City is required to have a bounce house with a park reservation. Bounce houses may not be erected in McGregor Park.

BBQ Permit: permit fee of \$10 and insurance in a form acceptable by the City is required to have a BBQ with a park reservation. BBQ are only allowed in Jade St and Monterey Park. BBQ must comply with the Capitola Municipal Code section 12.40.130.

Structure Permit: permit fee of \$60 and insurance in a form acceptable by the City is required to have a Temporary Structure larger than 100 square feet or taller than 10 feet in a Park. . BBQ are only allowed in Jade St and Monterey Park. BBQ must



City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

Park Rental Terms and Conditions of Use

A. Reservation

- i. Reservations are made on a first come first served basis and can be made up to one year in advance and no less than 72 hours prior to date desired. Minors (under 18) are not eligible to reserve facilities.
- ii. Minimum 2 hours if location is available. Permittee is responsible for all set up and clean up. Capacity includes all persons in attendance, including helpers and children.
- iii. Full payment is required when the reservation is made.
- iv. Changes to the permit, including changes of date, must be requested in writing by the permittee. All changes are subject to Department approval and subject to a change fee (as described in the Fee Schedule) No changes or additions to the reservation times may take place within two weeks of the event date.
- v. Reservation cancellations must be made in writing and are subject to the refund policy.

B. Park Rental Permit Specifications

- i. Capitola park areas may be reserved daily between 6:00 AM to dusk. The times of the reservation permit must include all set-up and clean-up time. Minimum rental of 2 hours.
- ii. Alcohol consumption is not permitted.
- iii. Bounce House & BBQ permit fee and insurance in a form acceptable by the City is required to have a bounce house with a park reservation. Bounce houses may not be erected in McGregor Park.
- iv. An amplified sound permit is required for any event using the following devices: public address systems, speaker systems, live music, and amplification.
- v. Use of equipment requiring a power source or erecting a structure larger than 100 square feet or taller than 10 feet in a Park shall obtain a permit.
- vi. A copy of the permit shall be available upon request by any City official during the park reservation.

C. General Conditions

- i. Groups comprised predominantly of participants under 12 year of age must be chaperoned at a ratio of one adult (over 18 years) to 12 minors.
- ii. Commercial activity is not permitted.
- iii. Decorating materials can include light adhesive, removal tape (i.e. poster tape or painter's tape, zip ties, twine and florist wire. Biodegradable balloons and confetti only. Not allowed: balloon-releasing, rice throwing, staples, tacks, nails, screws, or stakes longer than 6 inches.
- iv. Portable barbecues must be manufactured gas outdoor flame devices that comply with Fire Code and are only permitted at Jade Street and Monterey Park.
- v. The Recreation department may require insurance for activity that is deemed to be high risk. Bounce house will require insurance.
- vi. City of Capitola is not responsible for items left, lost or stolen.



City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

- vii. Overnight storage is not permitted. If rental equipment is used permittee must arrange for it to be delivered and removed the same day as the reservation.
- viii. Areas of City Parks outside the reservable spaces remain open for use by the public. The permittee shall not exclude the public from any site the permittee did not lawfully reserve through a Park Use Permit, nor obstruct the public right of way, nor interrupt or impede upon the orderly flow of automobile or bicycle traffic on any streets or pedestrian right of way adjacent to the location.
- ix. The City Manager or designee is authorized to refuse or revoke any use permit or agreement.
- x. Responsibility for general set up and clean-up of premises shall be the permittee. All trash and recycling materials should be placed in the provided receptacles. Remove all decorations and clean up spilled food. Remove all personal items by end of reservation. The area must be restored to pre-use conditions. Set up and clean up may only take place within the reservation timeframe.
- xi. Smoking and vaping are prohibited in City of Capitola Parks.
- xii. Permittee shall not assign or sub-lease any portion of the reservation.
- xiii. All vehicles associated with a permit must abide by all applicable vehicle and parking statutes and regulations. Vehicles are allowed in designated parking areas only. Driving on grass areas or outside of parking area is prohibited. Parking may be limited. Please encourage carpooling.
- xiv. City of Capitola may establish additional policies consistent with the provisions of the adopted rules and regulations as it deems necessary for safe, efficient, and optimum use of facilities. Please check with the Recreation Front Desk for prior approval regarding uncommon or unique requests.

D. Fees and Refunds

- i. Request more than two weeks before the reservation date, the City will provide a 90% refund.
- ii. Request within two weeks before the date of reservation, the City will provide a 50% refund or apply credit to account.
- iii. Account credit is valid for one year. Please allow up to two weeks to receive your refund amount.
- iv. No refund will be provided if the park permit is revoked.
- v. Request for hardship waiver will be considered in regards to availability of scholarship funds.
- vi. Damage done to the facility or grounds during event or additional clean-up required by maintenance staff will have the required amount billed to the permittee. Staff rates to repair the area are charged at the billable rate.
- vii. Renters are expected to abide by the reservation time indicated on the permit. If the time limits are exceeded by early entry or late exit, the permittee will be charged for the excess time at the hourly rental rate.



City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

E. Assumption of Liability Waiver and Indemnity

i. Assumption of Liability

Permittee, whether individual, group, or entity, is solely responsible for any and all liabilities to persons or property resulting from use of the City Park area, including damage to any City property or structures. Permittee will indemnify, defend, and hold harmless the City of Capitola, its elected and appointed Council, Commissions, Officers, Agents, and Employees from any claims, suits, losses, or damages for injury to persons or property arising from or connected to this use of the City Park area.

ii. Agreement to Abide by Terms and Conditions

Permittee, whether individual, group, or entity, represents that he/she/they/it has/have read these Terms and Conditions, agrees to make them known to persons attending the function or activity, and agrees that no violation of such shall be allowed to occur on the premises or facilities. Permittee understands that permission to use of the City Park Area is contingent upon compliance with these Terms and Conditions and that permission may be revoked at any time upon failure of persons attending the function or activity to fully comply with these Terms and Conditions.

iii. Permittee, or Representative, to be Present.

Permittee, or the group or entity individual named in the Permit, will be present during the entire period of use of the facility.

I have carefully read and agree to the Term and Conditions of Use and will comply with the regulations and use policies.

Permittee

Date

City Representative

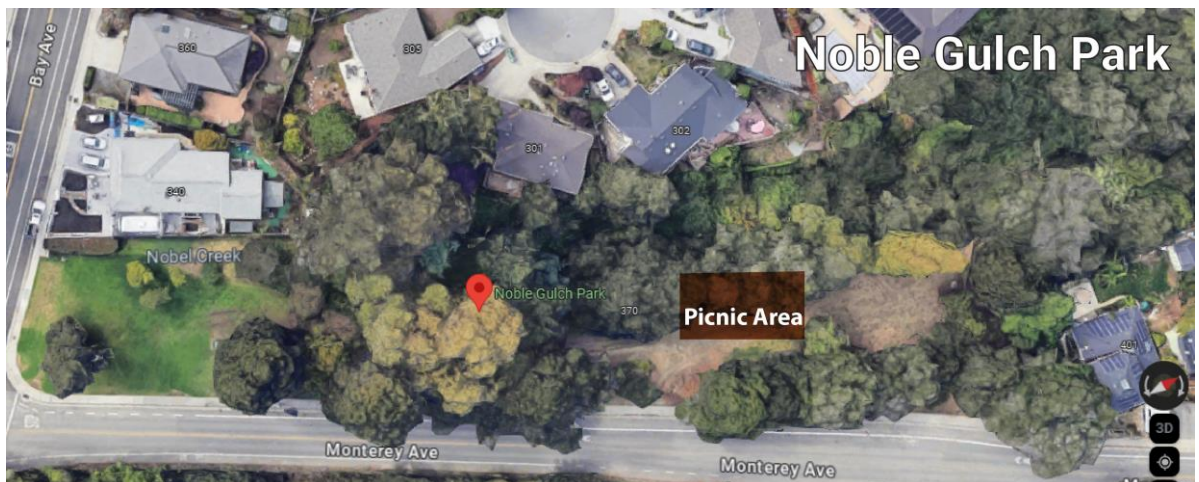
Date



City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

Areas in City of Capitola parks available for Reservation

Areas shaded in red available for reservation.





City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

Areas in City of Capitola parks available for rent (cont.)





City of Capitola Recreation
4400 Jade Street
Capitola, CA 95010
capitolarecreation@ci.capitola.ca.us

Grills and BBQs in Jade St Park and Monterey Ave Park

LP or LNG grills with enclosed flame are acceptable.



Charcoal Grills and Wood Smokers/BBQs are **NOT PERMITTED**

