



# St. Helena Picnic Area Reservation

Please make out checks and send to: St. Helena Public Works Dept.  
1480 Main St., St. Helena, Ca. 94574

Picnic Area: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Hours: \_\_\_\_\_

Organization: \_\_\_\_\_

Details of Intended Activity or Use: \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

### ***Reservation Fees:***

#### **St. Helena Residents:**

Crane Park Areas 1-3:      \$35.00

Covered Shelter Area 4:      \$100.00

Lyman Park Gazebo:      \$50.00

Cleaning Deposit:      \$50.00

#### **Non-Resident:**

(1-50 persons)      \$65.00  
(50-100 persons)      \$125.00  
(100+ persons)      \$200.00

(1-50 persons)      \$125.00  
(50-100 persons)      \$200.00  
(100+ persons)      \$250.00

\$100.00

(1-50 persons)      \$50.00  
(50+ persons)      \$100.00

Horse Shoes and volleyball can be rented for an additional fee of \$15.00

<b>Payment Type:</b> Credit Card ( )    Check ( )    Cash ( )
<b>Credit Card:</b> VISA ( )    MasterCard ( )
<b>Card Number:</b> _____ <b>Exp. Date:</b> _____ <b>V Code:</b> _____

**Refund Policy:** Cleaning deposits will be returned within 2 weeks of use. *Reservation fees are not refundable unless the St. Helena Public Works Department is notified of cancelation 14 days prior to the reservation date. We do not issue refunds due to rain or other bad weather conditions.*

Would you like your refund check mailed \_\_\_\_ or held at City Hall for pickup \_\_\_\_ ?

<b><u>Office use only</u></b>
<b>Deposit Refund Date:</b> _____ <b>Refunded By:</b> _____

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## **Park Rules and Regulations:**

- 1. This reservation is for picnic areas only. The park is a public park and cannot be used exclusively by a group.**
- 2. Hours are from 6:00 a.m. to 10:00 p.m.**
- 3. Fires are allowed only in barbecue pits and must be completely out before leaving the picnic area.**
- 4. No firearms or explosives.**
- 5. No Jump Houses.**
- 6. No Water Slides.**
- 7. Dogs must be on a leash.**
- 8. No golf playing.**
- 9. No vehicles or motorcycles beyond the parking lot.**
- 10. Bicycles must be wheeled or pushed by hand over grassy or wooded areas.**
- 11. No radios, amplified music, generators, or other sound producing equipment is allowed.**
- 12. No piñatas allowed.**
- 13. No skate board riding in park or on tennis courts.**
- 14. Bocce Ball courts may be reserved at \$20 per court.**

**I, the undersigned, as applicant or on behalf of the applicant, signify that the information provided on this application is true and correct and hereby accept full responsibility for any breakage or damage to property or facility, and for department and conduct of those attending the function for which the facility is requested. I agree to indemnify and hold harmless the City of St. Helena and its agents, officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the negligent act or omission of myself, any agent, anyone directly or indirectly by them or anyone for whose acts by them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the City. If permission is granted, I, or my representative agrees to be present during the entire use of the facility. My signature below signifies that I agree to abide by all of the rules and conditions of this application.**

**Signature \_\_\_\_\_ Date: \_\_\_\_\_**