



City of South Pasadena

RECREATION DIVISION

815 Mission Street
 South Pasadena, CA 91030
 (626) 403-7380 phone/ (626) 799-4920 fax

Park Reservation Application

Person/Organization for application:	Facility requested (Please circle applicable site):
Street address, City, Zip:	Garfield Park: Gazebo A Gazebo B Both
Telephone:	Arroyo Park
Type of Activity (Birthday, etc.):	Orange Grove Park
Estimated Attendance:	Day: Date:
Will an admission fee or donation be required or requested?	RESERVED TIME TO INCLUDE PREP AND CLEANUP
Is the activity open to the public?	From: a.m./p.m. To: a.m./p.m.
Will food be sold?	\$55 per 4/hr Non-Refundable Total Fee Receipt #:

<p>The reservation is subject to the approval of the Community Services Department on a first come, first serve basis. A refundable clean-up deposit of \$50 may be required for groups over 50 persons who make a reservation. It is expected that all groups using City picnic areas are responsible for all necessary clean-up following their use.</p> <p>Garfield Park</p> <ol style="list-style-type: none"> 1.No Bouncers/Jumpers allowed at S.Pasadena Parks. 2.No livestock allowed. 3.Positively no personal vehicles on any park for loading or unloading at the Gazebo. 4.No alcohol or amplified music. 	<p>Arroyo Park</p> <ol style="list-style-type: none"> 1.No Bouncers/Jumpers allowed at S.Pasadena Parks. 2.No livestock allowed. 3.Positively no personal vehicles on any park for loading or unloading at the Gazebo. 4.No alcohol or amplified music. <p>Orange Grove Park</p> <ol style="list-style-type: none"> 1.No bouncer/jumpers allowed at S.Pasadena Parks. 2.No livestock allowed. 3.Positively no personal vehicles on any park for loading or unloading at the Gazebo. 4.No alcohol or amplified music. 5.Pick-up the key to the restrooms the Friday before your reservation.
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I, _____, agree to comply with the following rules when renting gazebos in Garfield or Orange Grove Park:

- 1) I will clean up after myself
- 2) I will respect reservations of other parties before or after me.
- 3) If I have a morning reservation I will clean up and leave the gazebo within my allotted time slot.
- 4) If I have an afternoon reservation I will not arrive or set up prior to my start time.

I understand that if I do not abide by these rules, it is up to the City's discretion to prevent me from renting in the future.

 Signature of Applicant Date

 Reservation Agent for the City Date

Refund Policy:

Park cancellations requesting a check refund will be given a 50% refund if the cancellation is made at least 7 days prior to the reservation. There is no penalty to re-book the park reservation to another date as long as it is re-booked 7 days prior to the reservation.