



Date Request Taken: _____
Taken By: _____
Deposit Taken: \$ _____
User Class: _____
Payment in full due by: _____

Parking Lot Requests must be made a minimum of 7 days prior to usage. NO EXCEPTIONS

Date _____ Time _____ am/pm to _____ am/pm
Arrival Time Includes set up/Departure Time is After Clean up

User's Name/Organization: _____

Address _____
Number Street City Zip

Telephone _____ Work _____ Cell _____

Additional Contact Person _____ Phone _____

What will facility be used for? _____ Is Your Activity open to the public? Yes / No

READ BEFORE SIGNING

The group or organization using the facility will comply with the laws of the State of California, the City of Livingston and the codes and rules established by the Livingston Recreation Department.

1. The group will be responsible for all persons in the group or organization and liability for all persons in attendance.
2. The group must assume liability for any damages done to the facility or equipment, and will leave the facility in the satisfactory condition. Groups leaving the facility without cleaning satisfactorily will lose their deposit.
3. The group will be responsible to see that no one in attendance to the facility during their rental is under the influence of or has in their possession, alcoholic beverages or drugs.(Please note that should any alcohol or drugs be found on the premises, the rental will be terminated and NO money will be refunded!!)
4. The will vacate the facility at the time designated on this application. RENTAL TIME INCLUDES SET UP AND CLEAN UP.
5. All activity shall be under control and shall be operated and supervised to the satisfaction of the Recreation Department. If the activity is not operated or supervised to the satisfaction of the Recreation Department Staff, it may result in the loss of consideration of future requests from the sponsoring organization and /or cancellation of the activity at that time.
6. The Recreation Department reserves the right to shift activities to other facilities if available and necessary. Renter shall not sublet reservation booking to any other party. Renter must have a copy of a use permit in their possession during reservation hours.

HOLD HARMLESS AGREEMENT - *The applicant is an authorized agent of the group submitting this application. The applicant(and/or his/her)organization making this application understand and agree to assume all risk for loss, damage, liability, injury, cost or expense that may arise during or be caused in any way by such use or occupancy of the facilities of the City of Livingston. The applicant further agrees that in consideration of being permitted to use said facilities, HE/SHE AND THE GROUP WILL DEFEND, INDEMNIFY AND HOLD THE CITY OF LIVINGSTON, RECREATION DEPARTMENT AND THEIR AGENTS AND EMPLOYEES HARMLESS FROM ANY LOSS, CLAIMS AND LIABILITY OR DAMAGES AND/OR INJURIES TO PERSONS AND PROPERTY that in any way may be caused by the applicant's use or occupancy of the facilities. To be reimbursed on any and all deposits, the original deposit receipt must be submitted to City Hall after the event. Once submitted a check will be mailed within 30 days from the day the receipt was submitted, less any damage or cleaning costs incurred as a result of your event.*

I/We, the undersigned, have read the above information and agreement and agree to comply with the terms of this agreement.

Signature _____ Date _____

