

City of Carson, Parks and Recreation Department
Rules and regulations for Use of Recreation Facilities

Park Ordinance

- Animals are prohibited on park grounds. CMC 330 Section 10.40.110
 - No Smoking on park grounds. Ordinance 41107
 - No alcohol on park grounds. Ordinance 4209
 - No littering/vandalism of park property. Ordinance 5309
 - No amplified sound to exceed a distance of 50 feet. Ordinance 95-1058
 - No vending of food, drinks or other items on park premises. Ordinance 4118.1
 - Groups staying later than regular park hours may be required to have City-contracted sheriffs and additional staff at their activity. Ordinance 95-1055
 - Groups of 25 or more must obtain a permit to utilize picnic areas/shelters. Ordinance 95-1057/95-1056
- Initial: _____

Liability Disclaimer

We hereby certify that we shall be personally responsible on behalf of our organization, for any damage or unnecessary abuse of parks, pools, buildings, grounds or equipment growing out of the occupancy of said premises by our organization. We agree to abide by and enforce the rules and regulations of the City of Carson, Parks and Recreation Department, governing the use of facilities and hereby acknowledge that we have read the rules and regulations of this application. We also agree to indemnify and hold harmless the City of Carson, its officers, agents and employees from any liability, claim or action for damages which in anyway arise out of use of the facility.

Initial: _____

Resident/Non-Resident

Customer must provide one of the following as proof of Carson residency.

- Valid California Driver's License or Identification Card.
- Utility bill in their name (gas, electric, phone).

If a customer is not able to provide proof of residency, they will be charged the non-resident fee. (NO Exceptions)

Initial: _____

Permit Rules and Regulations

Customer must be at least 21 years of age to request a permit

1. A permit application must be submitted a minimum of seven (7) City working business days before the requested date. If the permit is submitted in less than seven (7) days, a non-refundable late processing fee of \$25 may be applied. No permits will be issued more than three months in advance.
2. **Full Security Deposit** must be paid at the time the application is submitted for reservation.
3. Cancellation results in a **\$50.00 processing fee.** Initial: _____
4. Only Primary customers listed on your permit may make payments towards permit. Initial: _____
5. The time stated on your permit includes decorating, set up, tear down, and clean up. Groups are responsible for set-up and tear-down unless a staff person has been contracted to do so. No decorations are to be fastened to fixture or walls. When decorating or covering tables, **Do Not Use** pins, nails, thumb tacks, duct tape.
6. Fees may be forfeited if groups do not show up within their time frame.
7. The permit group is responsible for all cleaning, which includes sweeping and mopping of floors, removing all decorations, and cleaning tables and chairs. Permittee is responsible for all cleaning and cooking supplies (i.e. soap, sponge, pots, pans, etc.) Broom, mops are provided.
8. Permits may be cancelled or denied in favor of City programs. Initial: _____
9. Use of recreation facilities for non-city sponsored programs for such purposes as promotion and/or registration for programs that may conflict with an existing City program is prohibited. This includes using the City of Carson on banners, flyers, invitations, and other forms of advertising.
10. Facility evaluations must be filled prior to and at the conclusion of the event.
11. Please do not exceed maximum occupancy of room/picnic area.
12. All parking is on a first come first serve basis.
13. No electrical is provided for outdoor areas. **(Permittee must bring their own generator)**
14. Vehicles are prohibited on the park premises except for the parking lot.
15. The City of Carson is not responsible for any parking violations/towing or damage of vehicles while using park facilities.
16. **No Cash Payments Accepted.** Payment options: credit card, debit card, money order & cashier checks only.
17. **Fees must be paid at least (14) days prior to use of the facility.** The balance of fees must be paid during these times, or the permit will be **cancelled.** If paying by money order/cashier check, two separate checks are required. The City will determine security deposits. NOTE: Permit work days are Monday through Thursday from 7:30 a.m. to 5:00 p.m.
18. RENTAL /REGULAR RATES – the rental/regular fee applies to residents, non-residents, and non-profit organizations. All non-profit organizations are required to submit proof of non-profit status before the application is accepted for resident/non-resident rates.

19. STAFF COSTS – Eighteen dollars (\$18) per hour/per staff member to work each permit for all resident/non-residents prior to 5 p.m. The fee is thirty six dollars (\$36) per hour / per staff to work each permit after 5 p.m. Any group age 15 – 21 years of age must pay for 2 – 4 L.A. County Sheriffs. **There are no exceptions.**
20. Monies collected may not be refunded if groups cancel three (3) or less “City of Carson” business working days prior to the date of usage.
21. Please allow 4-6 weeks for the processing of any refunds and security deposits. Initial: _____
22. The person whose name appears on the permit **must be present** during the duration of the permit, or the permit may be cancelled and all security deposits and fees forfeited. Permits are not transferable.
23. Any permittee staying beyond the allocated time on their permit will **forfeit** the entire security deposit.
24. NO vehicles permitted beyond the parking lot at any time.
25. Permits are a **MUST** on holidays.

Pay online – Go green - [https\\ci.carson.ca.us](https://ci.carson.ca.us)

NOTE: (1) All fees and deposits are subject to change without notice. (2) Violation of any of these rules and regulations may result in forfeiture of fees and deposits and denial of future requests to utilize City facilities and/or equipment.

Permittee: _____ Date: _____

Jumper/Moon Bounce Companies

- Size limit on jumper is 15 ft X 15 ft
- Clowns, face painting, popcorn, cotton candy and snow cone machines are allowed.
- NO OTHER FORMS OF ENTERTAINMENT ARE ALLOWED (NO water slides, petting zoos, mechanical rides or food vendors).
- Jumper/Moon Bounce company/customer must provide generator.

The following Jumper/Moon Bounce companies hold current City of Carson business licenses and liability insurance.
These are the only companies allowed on the City parks.

Trackless Trains (Jumper/Moon Bounce only) _____	323-228-3904
Fiesta Jump _____	310-263-1848
Party Pronto _____	877-727-8437
ABC Party Rental _____	310-834-2892
B R Party Rental _____	323-907-0757
Kandy Specialty Party Supplies _____	310-819-8764
Cindy's Jumpers _____	562-841-7719

No Tommie, Homie or Kool Aid the Clown permitted on Park premises.