



**CITY OF COACHELLA
PARKS AND RECREATION DEPARTMENT
FACILITY USE APPLICATION AND PERMIT**

FOR OFFICE USE ONLY
Special Event Permit Required

YES ☐

NO ☐

I. APPLICANT INFORMATION

Date of Application: _____

Name of individual or organization: _____

Name of contact person: _____ Phone # (____) _____

Address of contact person: _____

City/Zip: : _____

II. DATES & TIMES REQUESTED

Date(s): _____ Day(s): _____

Start Time: _____ End Time: _____

III. FACILITY REQUESTED

Coachella Community Center ☐ City Hall Council Chambers ☐

Park/Sports Fields ☐ _____

Library Room ☐ _____

IV. ACTIVITY INFORMATION

- | | | | |
|--|----------------------|--|--------------------------------------|
| 1) Open to the Public | Yes___ No___ | 6) Sound System | Yes___ No___ (Council Chambers only) |
| 2) Admission Charged | Yes___ No___ \$_____ | 7) Overhead Projector | Yes___ No___ (Council Chambers only) |
| 3) Fund-raising Activity | Yes___ No___ | 8) Tables/Chairs | Yes___ No___ |
| 4) Food & Beverage | Yes___ No___ | 9) Attendance: Adults_____ Teens_____ Children _____ | |
| 5) Describe Activity/Program and any Special Conditions: _____ | | | |

Please note: At no time are any motorized vehicles allowed in the parks. Violation forfeits security deposit.

I, (print name) _____, as permittee, and the user group agree to hold the City of Coachella harmless, and indemnify the City of Coachella from any and all liability for injury or illness to persons or property occurring as a result of the activity sponsored by the permittee, and said person shall be liable to the City of Coachella for any and all damages to parks, equipment, and buildings owned or controlled by the City which result from the activity of the permittee or is caused by any participant in said activity. All persons exercising any of the privileges authorized does so at his/her own risk without liability on the part of the City of Coachella for the injuries or illnesses to persons or property resulting therefrom.

The undersigned has received and understands the rules and regulations for the City of Coachella facility selected above, and agrees to abide by such rules and regulations. The undersigned agrees to clearly and accurately convey the rules and regulations to all members in their party. The undersigned further certifies that the information provided above is true. The undersigned comprehends that this Application will be considered approved only when the indicated fees have been paid, and the Parks and Recreation Services Manager, or his/her designee, has signed the authorizing signature on this form.

I have read, understand and agree to inform all users in my activity of the above liability conditions of use.

APPLICANT SIGNATURE _____ **Date** _____

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Fees and Deposits

Facility Fee \$ _____ Field Lights \$ _____ Deposit (Cleaning/Facility) \$ _____

Snack Bar Fee \$ _____ Field/Court Prep \$ _____ Deposit (Power Adapter) \$ _____

TOTAL DUE: \$ _____

Application approved by _____ **Date** _____

Date copy sent to Applicant _____