GENERAL SERVICES AGENCY
Parks Department
Hall of Administration
800 South Victoria Avenue, L#1000
Ventura, CA 93009
(805) 654-3951
(805) 662-6764 FAX

RESERVATION PERMIT
Reservation Taken: ____________
Cancellation Date: ____________

Park / Facility

Area: ______________ Date: __________ Arrival Time: ______________ Depart Time: ______________

Type Event: ___ Public ___ Private Advertised: ___ Yes ___ No Alcohol Served: ___ Yes ___ No

Organization/Group: ____________________________
Responsible Party: ____________________________ No. in Group: __________________
Address: ____________________________________ Home Phone: ( )
City, State, & Zip: _____________________________ Work Phone: ( ) __________________

RESERVATION OF THIS FACILITY REQUIRES THE FOLLOWING RESPONSIBILITIES

1. The person to whom this permit is issued shall be responsible for the general conduct of this group, and for any damages in connection with this permit.
2. The County is not responsible for accidents which may occur on County facilities.
3. Park visitors are not permitted to charge admission, sell, solicit, contact entertainment, or conduct any business in County facilities unless the proper permits have been obtained from the County.
4. Park closes at PM.
5. Vehicle Entrance Fees: Weekdays $2.00 Weekends and Holidays $4.00
6. The serving of Alcohol will stop two (2) hours before the park closes.
7. Music will stop one (1) hour before the park closes.
8. Dogs are not allowed in day use parks (exception is Service Dogs).
9. All trash must be put in the dumpsters.

Required Permits
Amplified Sound ____________
Alcohol Sales ____________
One Day Selling ____________
Special Use (Clown, Jumper, etc.) ____________
Overtime Use ____________

FEES
Reservation Fee $ 20.00
Use Fees $ ____________
Permit Fees $ ____________
Total Check #1 $ ____________

Security Deposit (Refundable) __________________
Total Check #2 $ ____________
Security Check To: __________________

Notes: ____________________________

Note: A $10.00 fee will be charged for second and subsequent changes to reservation.
Both checks #1 and #2 are DEPOSITED IMMEDIATELY!
The undersigned responsible party understands and agrees to the terms and conditions of this permit, and further agrees to abide by and comply with Park Rules and Regulations. Non-compliance or providing false information may cause forfeit of Security Deposit. Please sign and return this Reservation Permit (including any other required permit(s)), with your two (2) checks: Ventura County Parks ATTN: Reservations, 800 S. Victoria Avenue, L#1030, Ventura Ca. 93009. Payment must be received by the CANCELLATION DATE above, or your reservation will be automatically cancelled.

PLEASE BRING YOUR PERMIT COPIES ON THE DAY OF THE EVENT

THE PARK RANGER HAS THE AUTHORITY TO TERMINATE FUNCTIONS IF REGULATIONS ARE NOT OBSERVED.

____________________  ___________________  ___________________
Group Representative Date Parks Deputy Director Date

GSA/Parks (307)