

FIELD RENTAL APPLICATION

Sunnyvale Community Center · 550 East Remington Dr.
408-730-7350 · fax 408-328-0706 · Sunnyvale.ca.gov ·
fieldrentals@sunnyvale.ca.gov



Prior to submitting this application, please review City of Sunnyvale Athletic Field Use and Reservation Policy to understand what is allowable in Sunnyvale Parks. Sunnyvale resident verification required for resident rates.

Applicant Name: _____

Organization: (If applicable.) _____

Phone: _____ **Email:** _____

Mailing Address: _____

Phone Number: _____ Cell Home Other _____

Requested dates and times (Up to five fields per application. Attach separate sheet if needed to outline requests):

Park/School Requested: _____ **Area/Field Requested:** _____

Alternative Locations (In order of preference):

1. _____ 2. _____ 3. _____

Anticipated Attendance Total: _____ **Intended use of field:** _____

Please check all items that apply to your rental.

Yes No Are you planning to line the field or make any modifications to the field?

Yes No Are you planning to put up temporary structures? (Pop-up shade, tents, fences, tables, etc.) If yes, indicate below with space provided.

Yes No Bishop School, Cherry Chase School, Cumberland School, Ellis School, Hollenbeck Park, San Miguel School, Vargas School and West Valley School do not have restrooms. Are you planning on providing portable toilets?

Yes No Will you be using sport specific equipment? If yes, indicate below with space provided.

FOOD AND ALCOHOL:

Food and alcohol may not be consumed on the field. For information on picnic rentals go to <https://sunnyvale.ca.gov/community/reservations/default.htm>

TERMS AND CONDITIONS: Read This Agreement Carefully.

By signing this Agreement, I understand that I am requesting that the City of Sunnyvale grant a permit for use of the Facility indicated above and agreeing to comply with all terms and conditions of the permit.

- I have received copies of the following document: **City of Sunnyvale Athletic Field Use and Reservation Policy**
- I have read the Sunnyvale Athletic Field Use and Reservation Policy, incorporated into this agreement as though set forth in full, and I understand the rules and regulations governing my use of the Facility. I agree to abide by the facility rules and regulations set forth in the Sunnyvale Athletic Field Use and reservation Policy. I agree that I will contact the Community Center at (408) 730-7350 if I have any questions pertaining to the policy, rules and regulations, and I understand that failure to comply may result in cancellation of my reservation or early termination of my event, and that I may be held financially responsible for any damage resulting from my use of the City's facilities.

- I understand that my use of the Facility is subject to approval by the Director of Library and Community Services or assigned representative. I agree to provide all information necessary to process my application, including proof of insurance, if required.
- I understand that the City retains the right to cancel reservations and that my event may be cancelled for reasons, including, but not limited to, the City’s need to use the Facility in an emergency situation.
- ***I agree that I am responsible for the conduct of my guests and other persons attending my event.*** I agree to pay for any damage to City property that occurs as a result of my event including, but not limited to, damage to the Facility, equipment, or grounds. I understand that I may be billed for any damages.
- I also agree that if there is a disturbance at my event that requires a police response, such as an altercation involving my guests, I may be billed for any costs. I further agree that my event may be terminated if it creates a public nuisance or threatens public health or safety.

INDEMNIFICATION: Except as to the sole negligence or willful misconduct of the City, the Permittee shall defend, indemnify and hold the City, and its officers, employees and agents harmless from any and all loss, damage, claim for damage, liability, expense, or cost, including attorneys' fees, which arise out of or is in any way connected with the use of the Facility or any City equipment in the facility. This indemnification provision shall apply to any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of the Permittee or its employees, contractors or agents.

By signing this Agreement, I certify that that all of the information I have provided is true and correct. Should I have updates to the information provided in this application I am responsible for contacting the Sunnyvale Reservation office with updates at least 60 days prior to my event. Contents of application do not guarantee permitted activities. Activities are approved if permit has been issued. The persons signing below on behalf of Corporate Renter hereby represents and warrants that s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

Signature of Applicant: _____ **Date:** _____

Note: The rental fee balance must be paid at the time of making a reservation. Reservations are not complete until the payment in full has been received by the City and permits have been issued. The terms and conditions of your reservation are outlined in the City of Sunnyvale Athletic Field Use and Reservation Policy. Applications will be responded to within three business days.

PAYMENT INFORMATION:

Name of Card Holder: _____

My cash or check is attached, made payable to: City of Sunnyvale.

Charge my: Visa or MasterCard # _____ / _____ / _____ / _____, Exp. Date: _____ Code (3): _____

Address if different from Applicant: _____

City Use Only		
Approved By: _____	Date: _____	Permit Number: _____
Event Date(s): _____		
Field Location: _____		
Referred to Special Event Process: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Notified Parks of: <input type="checkbox"/> Equipment <input type="checkbox"/> Field Lining <input type="checkbox"/> Portable Toilet <input type="checkbox"/> Other: _____		