



# Parks Reservation Request

125 West Walnut Avenue, Lompoc, CA 93436  
 Phone: (805) 875-8100 Fax: (805) 736-5195  
 Email: recreation@ci.lompoc.ca.us

APPLICATION FOR PARK USE REQUEST- Execution of this application does not confirm reservation. Please print clearly. For consideration, complete application must be submitted with appropriate reservation deposit and fees payable to the City of Lompoc.

PARK & PICNIC AREA AVAILABILITY  
 8AM-7PM ~ APRIL THRU OCTOBER  
 8AM-5PM ~ NOVEMBER THRU MARCH

Applicant/Organization's Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Secondary Contact Name: \_\_\_\_\_ Secondary Contact Phone: \_\_\_\_\_

Type of Event: \_\_\_\_\_  
 Month: \_\_\_\_\_ Day(s): \_\_\_\_\_ Year: \_\_\_\_\_  
 Time of Arrival: \_\_\_\_\_ AM/PM Time of Departure: \_\_\_\_\_ AM/PM

Anticipated Attendance (REQUIRED): \_\_\_\_\_ Event Time: \_\_\_\_\_  
 Will there be Alcohol? ( ) Yes ( ) No Will electricity be required? ( ) Yes ( ) No  
 Will there be a Bounce House? ( ) Yes ( ) No What Bounce House Company? \_\_\_\_\_  
 Special Requests or Considerations?\*\*\* \_\_\_\_\_

The Bounce House Company must list the City of Lompoc as an additional insured on their Certificate of Liability Insurance. For your convenience, please ask for the Bounce House Company List as provided by our Division. Only those companies listed on our Bounce House Company List may be on City property. No exceptions. Amplified sound not permitted.

**REQUEST THE USE OF THE FOLLOWING AREA(S) (Check all that apply):**

_____ Beattie Park (BBQ Area) water/electricity 150 max	_____ River Park (American Legion) water/electricity 150 max
_____ Centennial Park (Gazebo) NO BBQ 75 max	_____ River Park (Kiwans) water/electricity 150 max
_____ Ryon Park (BBQ Area) water/electricity 150 max	_____ River Park (Oddfellow) water/electricity 75 max
_____ River Park (Lutheran) water only 35 max	_____ River Park (El Concilio) water only 35 max
_____ Ken Adam (BBQ) water/electricity 150 max	_____ Thompson Park D. Fuggs' Memorial
_____ Beattie Playground Shelter 35 max	(BBQ Area, Horseshoe Pits) Water/Electricity 75 max

**~PICK UP KEYS FOR YOUR PICNIC AREA 24-48 HOURS PRIOR TO YOUR RENTAL~**  
**The Recreation Division reserves the right to withhold payment of deposit for lost keys or damage to the facility site and/or its property.**

 **Smoking is prohibited in City Parks (City Code 8.16.020), except in the cases of group area reservations and special events where a designated smoking area has been requested from, and approved by, Lompoc Recreation Division.**

*~For Office Use Only~*

CONTRACT #: _____	RESERVATION TAKEN BY: _____
KEY #: _____	FEE PAID: _____ DEPOSIT RETURNED: _____
KEY RETURNED: _____	SUPERVISOR APPROVAL: _____
DATE: _____	SPECIAL EVENT? ( ) Yes ( ) No _____