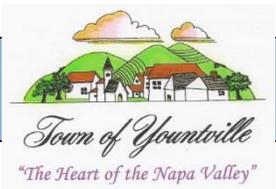


TOWN OF YOUNTVILLE – PARK SITE RESERVATION PROCESS



Welcome to Yountville! We are proud to provide enjoyable, well-maintained parks & facilities for the residents and visitors of Yountville to enjoy. Below is a set of guidelines for the use of Yountville Park & Veterans Memorial Park.

Reservations are not required but recommended to use a park site or bocce court. Unless reserved, the areas are open to the public on a first come, first served basis. A park reservation application must be completed in its entirety and fees paid before a site is considered reserved. To reserve a park site and/or sport court call the Parks and Recreation Department at 707-944-8712 to verify the date is available then fill out the application and either mail, email, fax or drop off the completed application with fees to the Community Center.

Rules / Regulations / Restrictions

- Portable barbeques are permitted ONLY on concrete or dirt surfaces and are not permitted on grass areas, picnic tables, or park equipment. Barbeques must be supervised at all times.
- Applicants must be at least 18 years of age, and provide ID for proof of age and proof of residence if applicable.
- Only the areas designated in the rental application are to be used for your event. Exceeding the capacity limit of the space you have reserved will result in your deposit being withheld.
- You must follow all local, state and federal laws and codes.
- The Parks and Recreation Dept. will hang a reservation sign the day before any event marking the area as reserved.
- Bounce Houses, Dunk Tanks or other portable activities of this nature are not permitted in parks.**
- Using Stakes of any kind is not allowed. This includes for temporary tenting.**
- Bocce Ball sets are available for an additional rental fee. Balls must be picked up during business hours (Monday-Friday 8am-5pm) prior to your event and returned during business hours within 3 days of your event. If Bocce Ball sets are not returned timely and in complete condition, your deposit will be forfeited.

Park Hours and Use

- Town of Yountville Parks are open Sunrise to Sunset.
- Park reservations are permitted starting at 8am and ending at sunset.
- Park Reservations are limited to 6 hour blocks.

Bocce Court Hours and Use

From April 1st to November 30th Veterans Park Bocce Courts are open to the public and available for drop in play or reservation with the exception of the times listed below.

- ✓ Mondays, Wednesdays and Thursdays 3:30 pm - Sunset (Club Play).
- ✓ Closed Fridays 8:00 am to 11:00 am (Weekly Maintenance).
- ✓ For Town sponsored activities, special events and programs.

PLEASE NOTE: Bocce Ball sets are available for an additional rental fee. Balls must be picked up during business hours (Monday-Friday 8am-5pm) prior to your event and returned during business hours within 3 days of your event. If Bocce Ball sets are not returned timely and in complete condition, your deposit will be forfeited.

Arriving at Rental Site

You must have an authorized Parks and Recreation Department employee signature on a reservation application in hand when you arrive at the park facility you have chosen to rent. The Sheriff will not honor any application that does not have an authorized signature and approved stamp.

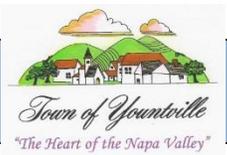
In cases where you arrive at a park site and your reserved space is occupied, please nicely let the inhabitants know you have reserved the site ask that they move. If they do not move or you are uncomfortable at any time, please call the Napa County Sheriff's office, 944-9228 and ask for assistance. A reserved sign with "Town of Yountville" logo will be posted at the rented park area.

If you arrive at the site and it is unclean or there are other issues, please take photographs of the condition to send to staff to request assistance.

Leaving the Site

You are responsible for cleaning up and leaving the park site in as good or better condition that you found it. Trash cans are on site for your use but should not be left overflowing. If trash cans become full, please remove the bag, tie it and set it next to the can. Cans have unused bags in the bottom. Please place a new bag in the can.

TOWN OF YOUNTVILLE – PARK SITE RESERVATION FORM



Name:

Phone:

Email:

Alt. Phone:

Mailing Address:

Event Date:

Day of Week:

Group Count:

Event Times:

(6-Hour Rental Block. Please include set up and clean up)

Type of Event:

PLEASE CHOOSE YOUR PARK SITE

Yountville Community Park

<input type="checkbox"/> Site #1	50 person capacity	\$140 Non-Resident	\$38 Yountville Resident
<input type="checkbox"/> Site #2	50 person capacity	\$140 Non-Resident	\$38 Yountville Resident
<input type="checkbox"/> Site #3	75 person capacity	\$189 Non-Resident	\$60 Yountville Resident
<input type="checkbox"/> Site #4	75 person capacity	\$189 Non-Resident	\$60 Yountville Resident

Veterans Memorial Park

<input type="checkbox"/> Site #5 Does not include bocce courts unless also reserved.	50 person capacity	\$140 Non-Resident	\$38 Yountville Resident
<input type="checkbox"/> Bocce Courts	10 Person Capacity Per Court	\$36 per Court Non-Resident	\$12 Per Court Yountville Resident
<input type="checkbox"/> Bocce Ball Set	1 Set Per Court	\$10 per Set Non-Resident	\$8 Per Set Yountville Resident

Indicate Number of Sets:

Refundable Security Deposit \$200 Per Rental Date

TOTAL DUE \$

Security deposit will be returned within 30 Days of rental date via check or refunded to the credit card you used if the park site is found to be in good condition after your use and all bocce ball sets are returned and complete. Reservation fees are not refundable unless the Town of Yountville is notified in writing of your request to cancel 30 days in advance of your reserved date. We do not issue refunds for inclement weather but will transfer your reservation to another date. I have read and agree to this contract and will conform with the rules attached to this application. By signing below I verify that the information on this application is true and correct and that failure to accurately describe the activity will result in the forfeiture of the right to use the facility and the forfeiture of all fees paid.

Signature: _____ Date: _____

OPTIONAL IF PAYING BY CREDIT CARD

Credit Card Number: _____ - _____ - _____ - _____ Expiration Date: ____/____

I agree to have the Town of Yountville Charge my Credit Card a total of \$ _____

For Office Use Only