



Picnic Rental Application

FACILITY REQUESTED

Applications available online or at our two offices:

Wackford Community & Aquatic Complex
9014 Bruceville Rd., Elk Grove, CA 95758
Phone (916) 405-5600

CSD Administration Office
8820 Elk Grove Blvd., Elk Grove, CA 95624
Phone (916) 405-5300

Applications must be submitted to either office listed above or csdpicnic@cosumnescsd.gov

- Elk Grove Park: [ ] Picnic Site 1A [ ] Picnic Site 1B [ ] Picnic Site 3A [ ] Picnic Site 3B
[ ] Picnic Site 3C [ ] Picnic Site 4A [ ] Picnic Site 4B [ ] Picnic Site 5B
[ ] Picnic Site 5C [ ] Picnic Site 6A [ ] Picnic Site 7A [ ] Picnic Site 7B
[ ] Picnic Site 9A [ ] Picnic Site 9B [ ] Picnic Site 10 [ ] Picnic Site 14B
[ ] Rotary Grove

Morse Community Park: [ ] Covered Picnic: Site A [ ] Covered Picnic: Site B [ ] Covered Picnic: Site C

Derr-Okamoto Park: [ ] Covered Picnic: Site A [ ] Covered Picnic: Site B [ ] Covered Picnic: Site C

Oasis Park: [ ] Covered Picnic: Site A [ ] Covered Picnic: Site B

\*Spray ground and water play season is from May 1st – September 30th. Spray grounds and splash pads are not included in the picnic rental and are not guaranteed to be available or operational.

APPLICANT CONTACT INFORMATION

Name of individual responsible for event: \_\_\_\_\_ Birthdate (mo/day/yr)

Application on behalf of: [ ] Group [ ] Individual [ ] Organization [ ] Business

Name of Group, Individual, Organization or Business

Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Home Phone Work Phone Cell Phone

Email Address: \_\_\_\_\_

Alternate Contact Person: \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Home Phone Work Phone Cell Phone

Email Address: \_\_\_\_\_

RENTAL INFORMATION

Rental Date(s): \_\_\_\_\_ Day(s) of Week: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ AM/PM

Time of Rental: \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM
(Park sites must be occupied by 11:30 A.M. and vacated one hour after sunset.)

Type of Activity/Event: \_\_\_\_\_ Attendance: \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS**

Will alcohol be served?  Yes  No

Will food be served?  Yes  No

Will alcohol be sold?  Yes  No

Will food be sold?  Yes  No

Are you requesting a non-profit rate for organizations located within the District?  Yes  No

(Must provide proof of 501(c)3 certification)

Will there be an admission fee?  Yes  No

Please list any additional equipment you plan to have on site:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will you be renting porta potties?  Yes  No

Will you be renting an inflatable attraction (bounce house, slide, etc.)?  Yes  No

(Inflatable attraction vendors must provide a certificate of insurance to the CSD prior to rental)

Will there be amplified sound? (Only permitted at Elk Grove Park Site 9B and Rotary Grove)  Yes  No

Please specify what type of amplified sound:

\_\_\_\_\_  
\_\_\_\_\_

Are you using a Caterer?  Yes  No

Please provide name and contact information of Caterer:

\_\_\_\_\_  
\_\_\_\_\_

Are you using a Special Event Planner?  Yes  No

Please provide name and contact information of Special Event Planner:

\_\_\_\_\_  
\_\_\_\_\_

How did you hear about our facility? \_\_\_\_\_  
\_\_\_\_\_

**APPLICANT SIGNATURE**

Counterparts. This Agreement may be executed in two or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. This Agreement shall be effective and binding on all parties upon the delivery by both parties of a signed copy to the other party, which may be done by portable document format (PDF).

I understand that I will be contacted by a CSD representative within three business days from the date the application is submitted and that my application for the use of the facility is not final until a contract is signed and a payment is made. I attest that all the information provided in this application is true and correct.

I understand that driving on grass or trail areas and the use of confetti or similar products is strictly prohibited. Site and park amenities are not guaranteed and are subject to repair and maintenance (this includes spray grounds and splash pads). No refunds for picnic rentals will be issued when site and park amenities are not available. No refunds for inclement weather. Please review the picnic rental Frequently Asked Questions (FAQ) on the CSD website at <https://www.cosumnescsd.gov/Faq.aspx?TID=56>.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CSD OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Time Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_ Staff: \_\_\_\_\_