

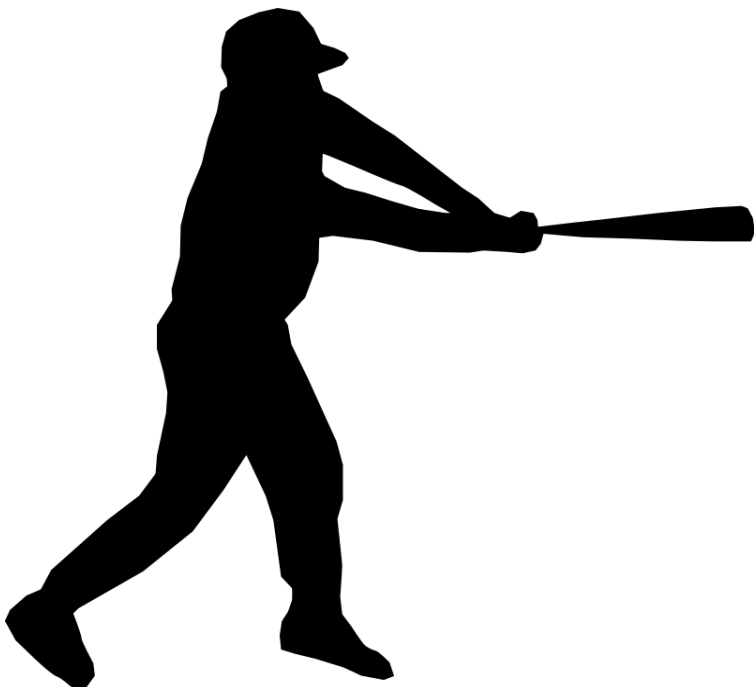
FIELD & SPORTS

RENTAL PACKET

FIELDS - SWIM CENTERS - ALAMEDA POINT GYM

TO RENT THE FACILITIES:

SUBMIT FACILITY USE PERMIT VIA E-MAIL to:
SThomas@alamedaca.gov





ALAMEDA RECREATION AND PARK DEPARTMENT
2226 Santa Clara Avenue, Alameda, CA 94501 · (510) 747-7529

www.alamedaca.gov/Departments/Recreation-Parks

FIELD & SPORTS FACILITY RENTAL POLICIES

1. A Facility Use Permit must be submitted and received at least seven (7) business days prior to the date requested. For availability and to submit your Sports Facility Use Permit, please email: SThomas@alamedaca.gov
2. Requests will not be accepted less than seven (7) days or more than ninety (90) days prior to the date requested.
3. Permits will be issued to adults (21 years and over) with a two-hour minimum on all permits.
4. Set-up and clean-up is the responsibility of the group / individual and the time will be included in the total time of the permit.
5. All fees must be paid in full at the time the reservation is issued. Cash, personal check (made payable to ARPD), Visa, MasterCard, Discover, Amex, cashier's check, and money order are accepted.
6. Refunds will only be granted under special circumstances.
7. Permits cancelled due to weather or weather related field conditions will be rescheduled based on availability or refunded.
8. Permit holders may be charged for damage caused by misuse to a facility, including use of a field that has been closed due to weather conditions.
9. Upon review of your request, ARPD staff may require large group rentals to be responsible for the removal of garbage and recycling generated from the event. Permit holder may contact ACI: (510) 483-1400 to schedule a dumpster drop off and pickup, or choose to haul off event debris.
10. ARPD staff may require large group rentals to order additional portable restrooms and hand wash stations. Permit holder is responsible for scheduling drop off and pick up of portable restrooms and hand wash stations.



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FIELD & SPORTS FACILITY RENTAL POLICIES

11. Lockers and Weight room are NOT available
12. Alcoholic beverages are NOT allowed in any City Facility.
13. Smoking is NOT allowed in City Facilities.
14. Vehicles are NOT allowed in City Facilities.
15. Metal cleats are NOT allowed on synthetic turf fields.
16. Permit Holders must follow all posted Park Rules.

Certificate of Liability

The City of Alameda requires Certificate of Liability Insurance listing the City of Alameda as additionally Insured.

- Must have General Liability of at least \$1,000,000.00
- Endorsement to the policy under “Certificate Holder” with required legal language:
“City of Alameda, and its members, officers, directors, agents, volunteers, employees and officials. 2263 Santa Clara Avenue, Alameda, CA 94501”
- Under descriptions of Operations, please include the name of the person in charge of rental, event date and facility.



Complete and return this form with payment and proof of residency to:
Alameda Recreation and Park Department
 2226 Santa Clara Ave., Alameda, CA 94501
 or Email: SThomas@alamedaca.gov

OFFICE USE ONLY:

Permit # _____
 Date _____
 Time _____
 Rec'd by: _____

Day of Event
 Service Number:
 (510) 775-5459

2023 FIELD & SPORTS FACILITY USE PERMIT

FIELDS, SWIM CENTERS & ALAMEDA POINT GYM

Name of Individual or Group _____
 Individual in Charge _____ Birthdate _____
 Address _____ City _____ Zip _____
 Day Phone: (____) _____ Evening Phone: (____) _____
 Email Address: _____ Proof of Residency _____
PURPOSE OF EVENT: _____
DATE OF EVENT: _____ **HOURS OF USE FROM:** _____ **TO:** _____
ESTIMATED ATTENDANCE: Adults: ____ Children: ____ Total: _____

BASEBALL / SOFTBALL FIELDS

Alameda Point		Krusi #1		*Leydecker Softball		Tillman Softball	
*Estuary Park		Krusi #2 Softball		Lincoln		*Washington Upper	
Godfrey		Krusi #3		Littlejohn Softball		*Washington Lower	
		Krusi #4 Softball		Rittler Softball		Woodstock Softball	

MULTIPURPOSE ATHLETIC FIELDS: Soccer / Lacrosse / Rugby / Football / Frisbee

Atlantic		Godfrey		*Washington Upper	
Bayport		Harrington		*Washington Lower	
Estuary Park		Krusi Center Field			

SWIM CENTERS

Emma Hood (Alameda HS)		Encinal Swim Center (Encinal HS)	
Competitive Pool		Tiny Tot Pool	
Diving Pool		Competitive Pool	

ALAMEDA POINT GYM

Basketball Court #1		Entire Gym	
Basketball Court #2		Games/Tournaments	
Basketball Court #3		Gym Room A or B (500 square feet)	
Basketball Court #4		Gym Room C (700 square feet)	

(* = Facility lighted until 10PM)



2023 FIELD & SPORTS FACILITY USE PERMIT

PLEASE SEE THE SPORTS FACILITY RENTAL POLICY FOR RULES AND REGULATIONS.
FOR FACILITY INFORMATION AND LOCATIONS PLEASE VISIT:

<https://www.alamedaca.gov/Departments/Recreation-Parks>

HOLD HARMLESS AGREEMENT

"I, _____ and/or organization _____ shall indemnify, (Print Name) (Print Organization Name) defend, and hold harmless City, its City Council, boards, commissions, officials, employees, and volunteers ("Indemnitees") from and against any and all loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorneys' fees ("Claims"), arising from or in any manner connected to "individual/group/organization" use of City property or equipment, whether alleged or actual."

*****I have read the Sports Facilities Rental Policies pertaining to baseball/softball fields, multipurpose athletic fields, swim centers, Alameda Point Gym and agree to abide by them. Failure to comply with the ARPD policies may result in loss of your security deposit or the priveledge of further rentals.**

Signature _____ Date _____

Name of Organization _____

CANCELATION POLICY: \$15.00 cancelation fee will be applied.

2023 FEES:	Pool Rental - 3-Hour Minimum
Athletic Fields	Government Use - \$26 / hour
Alameda Youth Organization - \$8 / hour	Resident - \$79 / hour - Non-Resident - \$110 / hour
Youth Organization - \$32 / hour	Non-Alameda Non-Profit \$95 / hour
Private Resident \$42 / hour	Commercial Use - Alameda Business - \$105 / hour / pool
Private Non-Resident \$63 / hour	Commercial Use - Non-Alameda Business - \$131 / hr / pool
Multi-Use Synthetic Field - Alameda Youth Organization - \$37 / hour	Resident Youth Teams Emma Hood \$16 /hour /pool
Multi-Use Synthetic Field - Youth Organization \$53 / hour	Resident Adult Teams Emma Hood \$17 /hour /pool
Multi-Use Synthetic Field - Residents \$63 / hour	Resident Youth Teams Encinal \$26 /hour /pool
Multi-Use Synthetic Field - Non-Residents \$74/ hour	Resident Adult Teams Encinal \$37 /hour /pool
Field Light Use - \$36 / hour plus hourly fee	Lifeguard Fee: Resident \$19/hour & Non-Resident \$21/hour
Field Prep - Lining for Non-Profits - \$40 / game plus hourly fee	Alameda Point Gym Courts Per Court Rental
Field Prep - Lining for Private - \$75 / game plus hourly fee	Resident & Non-Profits - \$63 / hour / court
Field Clean-Up Fee - \$50 / hour	Non-Resident - \$74 / hour / court
Tournament Fee - \$250 / day plus hourly fee	Non-Resident Non-Profit - \$63 / hour / court
Camp/Tournament – Alameda Non-profit - \$32 / hour	Government Use - \$25 / hour
Camp/Tournament – Non-Alameda Non-profit -\$42 / hour	Youth Practice Fee - \$38 / hour / court
Camp/Tournament – Synthetic Turf Field	League Games / Tournaments Fee - \$45 / hour / court
Alameda Non-profit - \$53 / hour	Gym Tournament Set-up Fee - \$250 + hourly fee
Camp/Tournament – Synthetic Turf Field	Overtime Charge - \$250 / hour
Non-Alameda Non-profit - \$69 / hour	Tournament Refundable Security Deposit - \$500
	Gym Rooms A & B - \$35 / hour
	Gym Room C - \$50 / hour
	Gym Clean-up Fee - \$25 / hour

PAYMENT

INSURANCE PROVIDED: YES PENDING NOT APPLICABLE

FIELDS: _____ hours @ \$_____ per hour = \$_____

SWIM CENTER: _____ hours @ \$_____ per hour = \$_____

GYM COURT: _____ hours @ \$_____ per hour = \$_____

TOURNAMENT: _____ hours @ \$_____ per hour = \$_____

OTHER: _____ hours @ \$_____ per hour = \$_____

NOTES: _____ **TOTAL AMOUNT DUE: \$** _____

PAYMENT REQUIRED TO COMPLETE YOUR RESERVATION:

CASH CHECK # _____

MasterCard VISA Discover

American Express

Credit Card # _____

Expiration Date _____ CVV _____

RECEIVED BY _____



ALAMEDA RECREATION AND PARK DEPARTMENT
2226 Santa Clara Avenue, Alameda, CA 94501
(510)747-7529 / FAX (510) 523-4071 - arpd@alamedaca.gov

ALAMEDA RECREATION AND PARKS DEPARTMENT PARK RULES AND REGULATIONS

PARK HOURS:

**DAWN TO DUSK; NO LOITERING AFTER DUSK.
LIGHTED ATHLETIC FACILITIES OPEN TO 10:00 PM.**

NO ALCOHOL OR SMOKING ALLOWED.

**MOTOR VEHICLES PROHIBITED EXCEPT IN DESIGNATED AREAS OR BY
SPECIAL AUTHORIZATION. NO OVERNIGHT PARKING.**

**BICYCLES, SKATEBOARDS AND SCOOTERS ON PATHWAYS ONLY AND MUST
YIELD TO PEDESTRIANS.**

**DOGS MUST BE LEASHED AND UNDER CONTROL. DOG OWNERS
RESPONSIBLE FOR CLEANING UP AFTER THEIR DOGS.**

**LITTERING AND DUMPING IS PROHIBITED. PLACE IN TRASH & RECYCLING
CANS. PLEASE CLEAN UP AFTER YOUR PICNIC.**

NO AMPLIFIED SOUND UNLESS BY PERMIT.

**NO PERSONAL BBQ GRILLS OR OTHER COOKING SOURCES. PLEASE USE THE
BBQ GRILLS PROVIDED IN THE PARK. NO FOOD TRUCKS OR FOOD CARTS.**

**NO NAILS, TACKS, STAPLES, ELECTRICAL TAPE ON CITY PROPERTY. PLEASE
RESPECT DIRECTION GIVEN BY CITY STAFF.**

**THANK YOU FOR RESPECTING OUR PARKS AND WILDLIFE
FOR EVERYONE TO ENJOY.**