

# TENNIS COURTS

## RENTAL PACKET

### TENNIS COURT RENTAL

TO RENT THE FACILITIES:

SUBMIT FACILITY USE PERMIT VIA E-MAIL to:  
[jcarroll@alamedaca.gov](mailto:jcarroll@alamedaca.gov)





ALAMEDA RECREATION AND PARK DEPARTMENT (ARPD)  
2226 Santa Clara Avenue, Alameda, CA 94501  
(510)747-7529 / Fax: (510) 523-4071 / Email: [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov)

## 2025 TENNIS COURT RENTAL FACILITY USE PERMIT

**LOCATIONS:** Franklin, Krusi, Leydecker, and Washington Parks

**DAYS:** All days of the week

**HOURS:** Parks open from dawn to dusk; no loitering after dusk. Lighted athletic facilities open to 10:00 PM

### RENTALS

- For availability and rental confirmation check the Tennis Rental Online Calendar <https://tinyurl.com/TennisRental>
- Once you have checked the Tennis Rental Calendar for availability, submit your Tennis Court Rental Facility Use Permit to [jcarroll@alamedaca.gov](mailto:jcarroll@alamedaca.gov)
- Once approved, bring your approved permit with you to your event.
- All requests must be submitted with a minimum of seven (7) business days in advance and a maximum of six (6) months prior to your event.
- Permits are issued to adults 21 years and over.
- Proof of residency is required to obtain Alameda residency rates. A utility bill is preferred.
- No changes allowed to your permit 7 business days prior to the event.
- No on-going permits issued on a regular week-to-week or month-to-month basis.

### CANCELLATIONS

- **Cancellations:** Less than seven (7) business days to your event will forfeit all fees. More than seven (7) business days to your event a \$20 fee will be charged, and the rest of the fees refunded.
- **Rainy Day Policy:** Please inform our office on the first business day after your reservation if your tennis court rental was cancelled due to rain. You will receive a credit on your ARPD account. No refunds.

### 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 Tennis rules and regulations pertaining to tennis courts and agree to abide by them. Failure to comply with the ARPD policies may result in loss of your security deposit or the privilege of further rentals.**

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**RENTER**

NAME OF INDIVIDUAL IN CHARGE \_\_\_\_\_

NAME OF ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PRIMARY PHONE \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

PURPOSE OF EVENT \_\_\_\_\_ DATE OF EVENT \_\_\_\_\_

HOURS OF USE: FROM \_\_\_\_\_ TO \_\_\_\_\_ ESTIMATED ATTENDANCE \_\_\_\_\_

TENNIS COURTS – Please check the tennis court(s) you would like to rent:

FRANKLIN #1		FRANKLIN #2		
LEYDECKER #2		LEYDECKER #3		
KRUSI #1		KRUSI #2		KRUSI #3
WASHINGTON #1		WASHINGTON #2		WASHINGTON #3
WASHINGTON #4		WASHINGTON #5		WASHINGTON #6

No more than 50% of courts may be rented at each facility (unless by special permit for a large tournament). This is to ensure courts remain available and non-reservable for open public play. For example: Washington Tennis Courts – up to three courts may be reserved at one time. Krusi and Leydecker Tennis Courts – up to two courts may be reserved at one time.

**RENTAL FEES PER COURT**

**ALL FEES MUST BE PAID IN FULL AT THE TIME PERMIT IS ISSUED.** Cash, Checks, Credit Cards (VISA, Master Card, Discover Card and American Express) accepted.

Residents: \$13/hour with a 1-hour minimum and a 3-hour maximum	Non-Residents: \$18/hour with a 1-hour minimum and a 3-hour maximum
Youth Organization / Schools: \$10/hour	Camp / Private Instruction Fee: \$25/hour plus proof of insurance
Tournament Fee: \$200/day plus hourly fee	City Coordinated Tournaments: Fee determined based on recovering costs

TENNIS COURT(S): \_\_\_\_\_ hours @ \$ \_\_\_\_\_ per hour @ # of court(s) \_\_\_\_\_ = \$ \_\_\_\_\_

TOURNAMENT FEE: \_\_\_\_\_ \$ \_\_\_\_\_ per day = \$ \_\_\_\_\_

OTHER: \_\_\_\_\_ hours @ \$ \_\_\_\_\_ per hour @ # of court(s) \_\_\_\_\_ = \$ \_\_\_\_\_

TOTAL AMOUNT DUE: \$ \_\_\_\_\_

**PAYMENT**    ☐ CASH    ☐ CHECK # (Make payable to ARPD) \_\_\_\_\_CREDIT CARD:    ☐ MasterCard    ☐ VISA    ☐ Discover    ☐ American Express

Name on Card: \_\_\_\_\_

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVV Code \_\_\_\_\_

## **CITY OF ALAMEDA TENNIS COURT RULES**

*Alameda Tennis Courts are free on a first come, first serve basis with up to 50% of courts available for rent by individuals and groups. Tennis Courts are open 7 days a week from dawn to dusk. Lighted courts are open until 10:00 P.M.*

- Tennis courts are for tennis play only.
- Tennis is allowed at the following parks: Washington, Franklin, Krusi, Longfellow, and Leydecker courts 2 & 3.
- Courts are first come/first serve unless rented.
- No pets, skateboards, skating, bicycles, similar equipment or non-tennis activities allowed.
- No food, gum or drinks (except water) allowed on courts. No glass containers allowed.
- Keep noise to an appropriate level, be respectful and no profanity, yelling or screaming allowed.
- Please be responsible and care for our community courts at all times. Pick up trash and recycle your tennis balls.
- Only non-marking court shoes are allowed on courts.
- Small children must be supervised and playing tennis.
- Do not disrupt play when entering court or retrieving balls.
- All users must abide by City of Alameda Park Policy and Procedures.

### Rentals and Walk-on Play

- Rentals are available for up to 50% of the courts at any time and may be made through the ARPD office at [ARPD@alamedaca.gov](mailto:ARPD@alamedaca.gov) or (510) 747-7529. Rentals are available in 60 minutes time blocks.
  - Rentals are allowed a 10-minute grace period to begin play after which it is forfeited and may be used by others waiting (Note: the 10-minute grace does not extend playing time).
- All tennis private classes, organized practices and/or tournaments must be authorized and permitted by the Alameda Recreation & Parks Department.
- Priority is given for ARPD sponsored activities and court maintenance.
- Walk-on play may continue for no more than 60 minutes for singles play and doubles play or 30 minutes for a single player actively playing tennis when others are waiting to use the court. However, due to high use at Washington Park Tennis Courts, single players are not allowed to play while others are waiting to use the court. Court rental schedule available on posted signs.
- Players must be physically present while waiting their turn for a court.
- A verbal request that a person is waiting for a particular court shall be made to those who are playing and/or waiting on desired court.
- A single player may not hold an available court (while waiting for their partners) if others are waiting.
- Any rental player/group must possess a permit during play and provide verification upon request.



## **ALAMEDA RECREATION AND PARKS DEPARTMENT**

(510) 747-7529 • [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov)

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### **PARK RULES**

**PARKS ARE OPEN FROM DAWN TO DUSK.  
NO LOITERING AFTER DUSK.  
LIGHTED ATHLETIC FACILITIES OPEN UNTIL 10:00 P.M.**

**ALCOHOL AND SMOKING PROHIBITED.**

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

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

**DOGS MUST BE LEASHED AND UNDER CONTROL.**

**DOG OWNERS RESPONSIBLE FOR CLEANING UP AFTER THEIR  
DOGS.**

**LITTERING AND DUMPING PROHIBITED. PLACE TRASH AND  
RECYCLING IN DESIGNATED RECEPTACLES.**

**NO AMPLIFIED SOUND UNLESS BY PERMIT.**

**PERSONAL BBQ GRILLS OR OTHER COOKING SOURCES  
PROHIBITED. USE PARK BBQ GRILLS.**

**FOOD TRUCKS AND FOOD CARTS PROHIBITED.**

**NO OVERNIGHT CAMPING.**

**THANK YOU FOR RESPECTING ALAMEDA PARKS AND WILDLIFE.**

**ALL OF ABOVE ARE ENFORCEABLE BY THE MUNICIPAL CODE SECTIONS 4-10,  
8-7, 11-4, 18-22, 23-1, 23-2, 23-7, 24-11**