

# BOCCEBALL RENTAL

## HOW to RESERVE the BOCCEBALL COURTS:

### Step 1: Review Information

Review the Bocceball Rental Packet which includes a list of the fees.

### Step 2: Reserve

Go to the online reservation system to reserve the Bocceball Courts. You are required to enter a minimum of at least 3 hours for your rental. Reservations can be submitted up to 6 months. Click on link:

<https://anc.apm.activecommunities.com/alamedarecreation/reservation/search/detail/197>

If you are unable to reserve online, please email the completed Facility Use Permit with payment to [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov) to submit your request or Fax to 510-523-4071 or drop off to the ARPD office at 2226 Santa Clara Avenue, Alameda, CA 94501

### Step 3: Confirmation

Permits are approved Monday to Friday during office hours 8:30am to 5:30pm. Your reservation is pending until you receive a confirmation email from the Alameda Recreation and Park Department that your permit is approved.





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

## BOCCE BALL COURT RENTAL

**LOCATION OF COURT:** 1450 High Street (LINCOLN PARK)

**DAYS:** Monday, Wednesday, Thursday, Friday, Saturday, Sunday and Holidays: (No Tuesdays)

**HOURS:** Reservable time 9am to 7pm. Park hours are dawn to dusk, no loitering after dusk.

In 1995, Alameda Park and Recreation Department, (ARPD), partnered with the Italian American League, (IAL), to re-build the old bocce courts at Lincoln Park. The bocce courts were dedicated to John Ratto, an IAL member and bocce enthusiast.

The bocce ball rental is for **bocceball play only**. There are 2 bocce ball courts, 1 picnic table and a grill inside the fenced bocce ball courts; because of the contained space, alcohol is allowed to be served with an alcohol permit. (Alcohol is not allowed outside the bocce ball courts in the park.)

To enjoy a leisurely and fun game of bocceball you can reserve the courts on the online reservation system: <https://www.alamedaca.gov/Departments/Recreation-Parks/Bocce-Court-Rental>

### PERMITS

- Three-hour minimum is required to reserve the courts.
- Permits will be issued to adults 21 years and over.
- Your space is only guaranteed for the paid times listed on your permit.
- Please return the bocce ball site to its pre-use condition and lock the gate when finished.
- The City of Alameda Resident fee will be automatically applied in the online reservation system.
- Active Military fee - Proof of active Military I.D. is required to receive the 10% discount and you will need to go through the ARPD office instead of the online reservation system.

### CANCELLATIONS

- **Cancellations: \$15.00 cancellation fee to cancel permit.** The rest of the fees will be **credited to your ARPD account** of which you can use for another rental or an ARPD activity. No refunds.
- **Rainy day policy:** Please advise the ARPD office via email to [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov) on the first business day, (Monday), after your reservation if your Bocceball event was cancelled due to rain and you will receive a **credit on your ARPD account**. No refunds.

### GATE PADLOCK CODE

**The Bocceball courts are locked** with a chain and combination padlock. You will need a code to open the padlock. The code will be given to you along with your permit number in the confirmation email from ARPD. Please make sure you put the chain and padlock back on the gate and it's locked when you leave.

## **EQUIPMENT - BOCCE BALLS**

Please bring your own bocce ball set.

## **BBQ and PICNIC TABLE**

There is 1 picnic table and a grill inside of the Bocceball Court that are part of your rental. No personal BBQ's allowed. Please do not throw away your used or hot charcoal as the Park Maintenance will dispose of it properly.

## **ALCOHOL**

**Alcohol is only permitted inside the fenced area** of the Bocceball Court. Alcohol is not allowed in the Park per the City of Alameda Park Rules.

- **If you are planning to serve alcohol** at your event, you must obtain a certificate of general liability insurance by following this link: <http://www.galescreek.com/app/index.cfm?jointpowers=1>. (See form in packet for instructions to obtain the online alcohol permit). The City of Alameda does not collect this fee and has no knowledge or authority when these fees change. This must be completed at least 7 business days before your event.

## **INSURANCE VENDORS/CATERERS**

The use of any caterers and outside vendors, by any rental groups must be approved by ARPD prior to date of use, and may include the additional \$30.00 vendor fee and a Certificate of Liability from the caterer and or vendor. Insurance requirements must be met seven (7) business days prior to date of event.

- The City of Alameda requires proof of the Certificate of Liability Insurance with General Liability of at least \$1,000,000.00 and the City of Alameda must be endorsed to the policy as additionally insured under Certificate Holder with the following legal language:

"The City of Alameda, and its members, officers, directors, agents, volunteers, employees and officials. 2263 Santa Clara Avenue, Alameda, CA 94501

## **JUMPERS**

Jumpers are **not allowed** in the bocceball courts **or** with a bocceball rental.

Jumpers are only allowed with a **picnic site rental** in the following parks: Franklin, Godfrey, Krusi, Leydecker, Lincoln, Littlejohn Longfellow, Marina Cove, McKinley, Tillman, Washington and Woodstock Parks.

For more information regarding jumpers please see the Picnic Packet. You can find the Picnic Packet on the ARPD website at <https://www.alamedaca.gov/Departments/Recreation-Parks/Picnic-Rentals> or email [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov) and request a picnic packet.

## Alcohol Liability Insurance Instructions

Go to website: <http://www.galescreek.com/app/index.cfm?jointpowers=1>.

This takes you to the webpage of California Joint Powers Risk Management Authority, scroll down to the **"Member Portals section"** and click the button that says **"Special Event Insurance"**

Next page says Gales Creek Insurance Programs.

Click on the **box in the middle** that says "Apply Online Now / Secure Online Application"

Now you will see "New Users / Create New Account" / Make an account with password

Next "Create New Quote"

### Step 1:

Person or Entity Having or Hosting the event = your name

Start date of Event = Date of your event

Start time of Event = Start time of your event

End Time of Event = End time of your event

Category = "Banquet"

Details = Example: "Wedding Reception"

Municipality = Examples: "Alameda Albert H. Dewitt O Club only" or "Alameda"(for rec centers or bocce ball

Facility = Examples: "Albert H. DeWitt O Club" or "Harrison Center"

Facility Contact Name = Katherine Sirota & Rina Winst (leave this)

Name of Event = Name of your event. Example: "John and Jane's Wedding"

Street Address = Examples: 641 West Redline Ave. Alameda, CA (for O Club), 1450 High Street, Alameda, CA (for Harrison Center or bocce ball), 3225 Mecartney Rd., Alameda CA (for Leydecker Center)

Zip Code = "94501"

Facility Phone Number = "510-747-7529"

### Step 2:

How many guests do you expect = Amount of guests

How many Days of Event = "1"

### Step 3

What type of seating will you have? = "Moveable Seating"

Is your event Indoor or Outdoor = "Indoor"

Will you have camping at your event? = "No"

Will you be selling alcohol at your event = "No"

If you are satisfied with the answers you gave, check the box and click next to get your quote and pay. The Gales Creek Insurance Company will automatically send a copy to the Alameda Recreation and Park rental office, so you will not need to send a copy.



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## **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.**



## 2024 BOCCEBALL FACILITY USE PERMIT

**\*Complete and return this form with payment and proof of residency to:**

Email [arpd@alamedaca.gov](mailto:arpd@alamedaca.gov)

FAX (510) 523-4071

Or

In Person or by Mail

Alameda Recreation and Park Department  
2226 Santa Clara Avenue, Alameda, CA 94501

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

PERMIT #

GATE PADLOCK  
CODE:

NAME OF INDIVIDUAL IN CHARGE \_\_\_\_\_ Birthdate \_\_\_\_\_  
Group or Organization if applicable \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Primary Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_  
Email Address: \_\_\_\_\_

BOCCEBALL SITE: LINCOLN PARK

PURPOSE OF EVENT: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ HOURS OF USE FROM: \_\_\_\_\_ TO: \_\_\_\_\_

ESTIMATED ATTENDANCE: \_\_\_\_\_ SERVING ALCOHOL: YES \_\_\_\_\_ NO \_\_\_\_\_

### AGREEMENT

I have read and understand the rules and policies, including fees and cancellation, pertaining to parks and picnics and agree to abide by them.

Failure to comply with the ARPD policies may result in loss of the privilege of reserving further rentals. Permit holders may also be charged additional fees for damage caused by misuse.

"I, \_\_\_\_\_ and/or organization \_\_\_\_\_  
(Print Name) (Print Organization Name)

shall indemnify, 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."

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of Organization \_\_\_\_\_

### OFFICE USE ONLY:

\*INSURANCE PROVIDED: ☐ YES ☐ NOT APPLICABLE

\*PROOF OF PHOTO ID: ☐ YES

\*PROOF OF CITY OF ALAMEDA RESIDENCY OR ACTIVE  
MILITARY ☐ YES ☐ NOT APPLICABLE

**FEES:**

\*All fees must be paid in full at the time the reservation is issued.

\*Cash, cashiers check, personal check payable to ARPD and credit cards are acceptable.

DESCRIPTION	FEES	AMOUNT OF HOURS	TOTAL
Residents	\$12/hour 3 hr. minimum on weekends No hourly minimum on weekdays		
Non-Residents	\$14/hour 3 hr. minimum on weekends No hourly minimum on weekdays		
Active Military Residents	\$10.80/hour 3 hr. minimum on weekends No hourly minimum on weekdays		
Active Military Non-Residents	\$12.60/hour 3 hr. minimum on weekends No hourly minimum on weekdays		
<b>ADDITIONAL FEES:</b>			
Caterers / Vendors	\$30.00		
Revise/change a permit	\$25.00		
Cancellation fee	\$15.00		
Alcohol permit	At cost per Outside Insurance Provider (Further information in packet)		
Holiday fee	Add 15% an hour		
<b>TOTAL AMOUNT DUE</b>	----->	----->	

**PAYMENT REQUIRED TO COMPLETE YOUR RESERVATION:**

☐ CASH      ☐ CHECK # \_\_\_\_\_

☐ CREDIT CARD # \_\_\_\_\_

EXP DATE \_\_\_\_\_ CVV \_\_\_\_\_

**\*\*PLEASE BRING YOUR PERMIT WITH YOU TO YOUR RENTAL.**