

TENNIS COURTS

RENTAL PACKET

TENNIS COURT RENTAL

TO RENT THE FACILITIES:

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

2024 TENNIS COURT RENTAL FACILITY USE PERMIT

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

DAYS: All days of the week

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

RESERVATIONS

- **For availability** and to submit your Tennis Court Rental Facility Use Permit contact:
Stacy Thomas, Recreation Supervisor 1 at SThomas@alamedaca.gov
- **Tennis Court Rental Facility Use Permits and Policies** are located on the ARPD website at www.alamedaca.gov/Departments/Recreation-Parks under Rentals
- **All requests** must be submitted with a minimum of 7 business days in advance and a maximum of 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 event.
- **No on-going permits issued** for a regular week-to-week or month-to-month basis.
- **Reservation signs are posted.** Your space is only guaranteed for the paid times listed on your permit.

CANCELLATIONS

- **Cancellations: Less than 7 business days to your event will forfeit all fees. More than 7 business days to your event a \$15 fee will be charged and the rest of the fees refunded.**
- **Rainy Day Policy:** Please advise our office on the first business day after your reservation if your tennis court rental was cancelled due to rain and 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.

NAME OF INDIVIDUAL IN CHARGE _____

SIGNATURE _____ DATE _____

NAME OF ORGANIZATION _____

ADDRESS _____ CITY _____ ZIP _____

PRIMARY PHONE _____ EMAIL ADDRESS _____

PURPOSE OF EVENT _____

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

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

DATE OF EVENT _____

HOURS OF USE: FROM _____ TO _____ ESTIMATED ATTENDANCE _____

RENTAL FEES PER COURT:

Residents: \$12/hour with a 1-hour minimum and a 3-hour maximum	Non-Residents: \$16/hour with a 1-hour minimum and a 3-hour maximum
Youth Organization / Schools: \$10/hour	Camp / Private Instruction Fee: \$25/hour
Tournament Fee: \$200/day plus hourly fee	City Coordinated Tournaments – Fee Determined on Recovering Costs

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

INSURANCE PROVIDED: ☐ YES ☐ PENDING ☐ NOT APPLICABLE

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

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

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

TOTAL AMOUNT DUE: \$_____

NOTES:

PAYMENT REQUIRED TO COMPLETE YOUR RESERVATION

☐ 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 paid reservation by individuals and groups. Tennis Courts are open 7 days a week from dawn to dusk. Lighted courts are open until 10:00pm.

- Tennis courts are for tennis play only.
- Courts are first come/first serve unless reserved.
- 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.

Reservations and Walk-on Play

- Reservations are available for up to 50% of the courts at any time and may be made through the ARPD office at ARPD@alamedaca.gov or (510) 747-7529. Reservations are available in 60 minutes time blocks.
 - Reservations 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 reservation 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 person may not hold an available court (while waiting for their partners) if others are waiting.
- Any reserved player/ group must possess permit during play for any request for verification of court reservation.



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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.