ALAMEDA RECREATION AND PARKS DEPARTMENT (ARPD)
2226 Santa Clara Avenue, Alameda, CA 94501
(510)747-7576 arpd@alamedaca.gov

2026 PICNIC RENTAL INFORMATION

Use our online reservation system to check availability, reserve your picnic site, and submit payment. All rentals require a minimum of 3 hours. Reservations must be made at least 7 calendar days prior to your event and can be made up to 6 months in advance.

Reserve online: https://anc.apm.activecommunities.com/alamedarecreation/reservation/search

Your completed Facility Use Permit application can also be emailed to arpd@alamedaca.gov

Permits are approved during office hours. Your reservation is pending until a confirmation email is sent.

RESERVABLE PICNIC SITES

Picnic sites available for reservation are marked with a site number and can be booked through ARPD's online system. A sign displaying your permit number, name, and rental date will be posted on the day of your reservation. All sites include a BBQ grill which are cleaned every Friday. Personal grills and other cooking sources are prohibited. Please leave any used or hot charcoal for our Park Maintenance Team to dispose of safely.

NON-RESERVABLE PICNIC SITES

Picnic sites without a designated site number are available to the public on a first-come, first-served basis and do not require a reservation. Reservable picnic sites must be reserved in advance. If a site is not reserved, it becomes available on a first-come, first-served basis. A rental permit is required for large groups using picnic sites or open spaces, or for anyone bringing tents, tables, or chairs.

PICNIC RENTAL POLICIES

-All rentals require a completed permit application approved by ARPD.
-Applications must be received at least 7calendar days before your event and may be submitted up to 6 months in advance. Permit holders must be at least 21 years old.
-Rentals require a minimum of 3 hours, including set-up and clean-up. Reservations are available from 9:00 a.m.–7:00 p.m.
-Rental reservations are available on weekends, with exceptions at the following parks: Whale Park, Bohol Circle Immigrant Park, Seaplane Lagoon Promenade, Jean Sweeney Open Space Park, Shoreline Park, Marina Cove Park, Chochenyo Park, Lincoln Park site #3, Lower Washington Park,
-All sites, including reservable sites, are first-come, first-served on holidays.
-Alcohol is prohibited.
-ID and proof of residency are required for resident rates.
-Active and non-active military personnel receive 10% off with military ID.
-Picnic reservations are required for jumpers. Personal inflatables and water-based inflatables are prohibited.
-Medium sized jumpers (15 x 15) are recommended.
-Jumper companies must provide a generator; electric generators are preferred.
-Jumpers must never be left unattended.
-Jumpers are prohibited in Jean Sweeney Open Space Park, Shoreline Park, Bohol Circle Immigrant Park, Seaplane Lagoon Promenade Park and Whale Park.

DAY OF EVENT

-Remove and properly dispose of all garbage and decorations by the end of your rental time. Leave the picnic site in its original condition. Jumpers may not be left unattended under any circumstances.
-Mylar balloons are prohibited. Confetti and glitter are strongly discouraged.
-Day-of-event assistance: Call the Park Ambassador at 510-775-5459.
-Emergencies: Call 911

PERMIT REVISIONS, CANCELLATIONS & RAIN POLICY

These policies apply to all reservations without exception. For change requests or cancellations, please contact ARPD at arpd@alamedaca.gov.

Revised Permit

A $25 fee applies to all changes. No revisions are allowed within 7 calendar days of your reservation date.

Cancellations

Cancellations made prior to 7 calendar days of your reservation date incur a $40 fee, with remaining fees refunded. Cancellations less than 7 calendar days of your reservation will forfeit all fees.

Rain Policy

Notify arpd@alamedaca.gov by the first business day following your reservation. Refunds are issued to the original payment method only if rain occurred during your scheduled reservation. Forecasted rain does not qualify for a refund.

INSURANCE for CATERERS / VENDORS / JUMPERS

Any caterers, vendors, or contractors (including inflatable/jumper companies) must be approved by ARPD before your event and provide a Certificate of Liability Insurance as outlined below. A $30 vendor fee will apply.

1. General Liability of at least $1,000,000.00
2. 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

List of Inflatable Companies that have a current Certificate of Liability on file with ARPD:

- Astro Events www.astrojump.com / 1.800.244.5867
- Bay Area Jump www.bayareajump.com / 1.800.514.5867
- Jump Jump Away www.jjumpaway.com / 707.373.9432
- Kidzz Star Jumpers kidzzstarjumpers@gmail.com / 650.556.6754
- Norcal Jumpers-USA norcaljump@gmail.com
- Just Vibes Party Rentals bayarea1@justvibesparty.com/ 510-544-0887

LARGE GROUP PICNICS AND SPECIAL EVENT PARK RENTALS

- Large group picnics and special event rentals must be approved by ARPD and are subject to additional fees. Extra restrooms and dumpsters may be required at the renter's expense.

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COMPLETED APPLICATIONS MUST BE RECEIVED 7 CALENDAR DAYS PRIOR TO YOUR EVENT

Name: _____ Birthdate: _____

Group or Organization (If Applicable): _____

Address: _____ City: _____ Zip: _____

Primary Phone:(_____) _____ Secondary Phone:(_____) _____

Email Address: _____

Purpose of Event:_____
Name of Park and Site: _____
Date of Event: _____ Hours of Use From: _____ to: _____
Estimated Attendance: _____

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 ❑ YES

PROOF OF ACTIVE MILITARY ❑ YES

PARK RENTAL FEES

Fees are due in full at time of reservation

DESCRIPTION	FEES	NUMBER OF HOURS	TOTAL
SMALL GROUP OF TABLES			
2 tables Alameda Resident & Non-Profit	$37.00/hr. - 3 hr. minimum		
2 tables Non-Alameda Resident & Non-Profit	$61.00/hr. - 3 hr. minimum		
MEDIUM GROUP OF TABLES			
3 to 4 tables Alameda Resident & Non-Profit	$58.00/hr. - 3 hr. minimum		
3 to 4 tables Non-Alameda Resident & Non-Profit	$94.00/hr. - 3 hr. minimum		
LARGE GROUP OF TABLES			
5 to 6 tables Alameda Resident & Non-Profit	$89.00/hr. - 3 hr. minimum		
5 to 6 tables Non-Alameda Resident & Non-Profit	$149.00/hr. - 3 hr. minimum		
Military Personnel Discount (Active and Non-Active)	10% discount		
Stage / Gazebo	$35.00/hr. - 3 hr. minimum		
Open Space	$43.00/hr. - 3 hr. minimum		
Vendor Fee	$30.00	Per Vendor	
Jumper Fee	$30.00	Per Jumper	
Electricity Use Fee: Franklin Park only	$25.00	Per Day	
Special Event Open Space Usage Fee	$300/hr. (additional charges may apply)		
Additional clean-up fee for large groups with 100+ attendees	$55/hr.-R / $75/hr.-NR		
School Picnics – End of School Year picnic rental (*Alameda schools only*)	$30.00 / day / classroom	Per Day	
Permit Revision Fee	$25.00	Per Revision	
Cancellation Fee	$40.00	Per Permit	
PHOTOGRAPHY & FILM SHOOTS			
Still Photography Shoot	$300/day + hourly facility rental		
Live Film Shoot - Commercial	$1000.00/half day $1500.00/full day + hourly facility rental		
Live Film Shoot - Educational	$260.00/day +hourly facility rental		
TOTAL AMOUNT DUE			$

CREDIT CARD #_____

EXP DATE_____ CVV CODE_____

PARKS AVAILABLE FOR RENTAL:

PARK	ADDRESS	PICNIC SITES	OPEN SPACE	GAZEBO /STAGE	BOUNCE HOUSE ALLOWED
Bohol Circle Immigrant Park	2901 Fifth Street	❑ 4 tables under the shade structure	No	No	No
Chochenyo Park	2430 Encinal Avenue	No	❑ Grass areas on north side (closest to Encinal Ave.)	No	No
City View Skate Park	1177 West Redline Avenue	❑ 2 tables	No	No	No
Franklin Park	1432 San Antonio Avenue	❑ 2 tables behind Recreation Center	No	No	❑ Yes (Electricity available in park)
Godfrey Park	281 Beach Rd	❑ 4 tables behind Recreation Center	❑ Grass area at Beach Rd	No	❑ Yes
Jean Sweeney	1925 Sherman Street	Under Picnic Pavilion: ❑ **#1** = 5 tables ❑ **#2** = 2 tables ❑ **#3** = 3 tables	No	❑ Gazebo (across from the Picnic Pavilion)	No
Krusi Park	900 Mound Street	❑ **#1** = 4 tables near grass area ❑ **#2** = 2 tables near tot play area	No	❑ Stage	❑ Yes
Leydecker Park	3225 Mecartney Rd	❑ 3 tables near pathway	No	❑ Gazebo	❑ Yes
Lincoln Park	1450 High Street	❑ **#1** = 5 tables under arbor ❑ **#2** = 4 tables in the picnic area center ❑ **#3** = 2 tables front of park under tree	No	No	❑ Yes
Littlejohn Park	1401 Pacific Avenue	❑ **#1** = 2 tables near play structure ❑ **#2** = 4 tables near Benton Street	No	No	❑ Yes
Longfellow Park	520 Lincoln Avenue	❑ 2 tables near play structure	❑ Grass area by basketball court	No	❑ Yes
Marina Cove	Clement Street	No	❑ Grass area	No	❑ Yes
McKinley Park	2165 Buena Vista Avenue	❑ 2 tables near Buena Vista	❑ Grass area	No	❑ Yes

PARK	ADDRESS	PICNIC SITES	OPEN SPACE	GAZEBO /STAGE	BOUNCE HOUSE ALLOWED
Seaplane Lagoon Promenade	1801 Ferry Point	Under shade structures ❑ **#1** = 4 tables ❑ **#2** = 4 tables	No	No	No
Shoreline Park	#1 Sea View Pkwy/ Brunswick Rd #2 Sea View Pkwy/ Oldcastle Ln #3 Ferry Terminal/ Adelphian Way	❑ **#1** = 3 tables ❑ **#2** = 2 tables ❑ **#3** = 3 tables	❑ Grass area near Ferry Terminal	No	No
Tillman Park	220 Aughinbaugh Way	❑ **#1** = 2 tables near the tot play area ❑ **#2** = 3 tables nearest to Kofman Pkwy ❑ **#3** = 3 tables nearest to the baseball field	No	❑ Gazebo (In the middle of picnic area)	❑ Yes
Washington Park	740 Central Avenue	❑ **Lower #1** = 2 tables near softball field ❑ **Lower #2** = 3 tables near tennis courts ❑ **Upper #1** = 6 tables near play structure ❑ **Upper #2** = 2 tables by the horseshoe pit	❑ Grass area	No	❑ Yes
Whale Park	151 Coronado Avenue	In the middle of the park between the restroom and playground ❑ **#1** = 3 tables ❑ **#2** = 3 tables	No	No	❑ No
Woodstock Park	355 Cypress Street	❑ 4 tables near the Recreation Center	No	No	No

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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. MYLAR BALLOONS PROHIBITED.

NO AMPLIFIED SOUND UNLESS BY SPECIAL EVENT 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