



City of La Puente – Recreation Services Department Park Reservation Application

15900 E. Main Street • La Puente, CA 91744

Name of Applicant: _____

Name of Group/Organization: _____

Address of Applicant: _____ City: _____ Zip Code: _____

Daytime Phone: (____) _____ Evening Phone: (____) _____ Cell Phone: (____) _____

Email Address: _____

Purpose of Rental: _____

Day(s) of Use: _____ Date(s) of Use: _____

Anticipated Attendance: Adults _____ Youth (under 17) _____

Hours of Use (including set-up and take down): From _____ To _____ Total Hours: _____

Please indicate the Facility to be rented:

Fields/Concession Stand

- F1 Field South of Basketball Courts
- F2 Field North of Softball Field #2*
- F3 Field South of Jimenez Softball Field*
- LL1 Ayala Baseball Field*
- LL2 Storing Baseball Field*
- SB1 Jimenez Softball Field*
- SB2 Softball Field #2
- SNB1 Snack Bar
- SNB2 Snack Bar Storage

Courts/Lights

- BB1 Basketball Court (Eastside)
- BB2 Basketball Court (Westside)
- HB1 Handball Court (Eastside)
- HB2 Handball Court (Westside)
- *Field Lights Hours (if requested)
from _____ to _____.

Picnic Shelters/Other

- S1 Shelter
- S2 Shelter
- S3 Shelter (Eastside)
- S4 Shelter (Westside)
- Other: _____

The undersigned hereby states, under penalty of perjury, that (s)he is the person duly authorized to make and sign this application, and that (s)he has read and understands the policies and regulations of the City of La Puente pertaining to the use of City park and recreation facilities, a copy of the receipt of which is hereby acknowledged. Further the undersigned accepts, warrants and agrees to comply with all laws, policies, rules and regulations of the City of La Puente pertaining to the use of City facilities, and to hold the City of La Puente, its agents, officers, employees and volunteers harmless from any liability or damage to persons or property which may arrive by reason of any such use. The undersigned will promptly, upon receipt of notice, reimburse the City of La Puente for any expense, loss or damage, including attorneys' fees, incurred by said City and City property as a result of non-compliance with any of the approved terms of this permit.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY

Received By: _____ Date Received: _____

Application: Approved • Indicate any Special Conditions: _____
 Denied • Indicate Reason: _____

Required Insurance: Yes No Amount: \$1,000,000 Copy of Drivers License: Yes No

Fees:

Rental Fee: \$ _____
Insurance Premium: \$ _____
Other: \$ _____
Total: \$ _____

Amount Paid: \$ _____

Cash Check # _____
Date Paid: _____

Recreation Services Department Signature _____