

**\*Electricity Access Requested**  
(check one)

Yes      No

City of Walnut - Public Works Department

Today's Date: \_\_\_\_\_

**Park Reservation Request Form**

21701 E. Valley Blvd., Walnut, CA 91789

(909) 598-5605 office (909) 598-2160 fax

[cvermeer@cityofwalnut.org](mailto:cvermeer@cityofwalnut.org) email

**Name of Walnut Resident** \_\_\_\_\_

Address \_\_\_\_\_ Phone (w) \_\_\_\_\_ (h) \_\_\_\_\_

Email \_\_\_\_\_

**Name of Organization** (if applicable) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (w) \_\_\_\_\_ (h) \_\_\_\_\_ (email) \_\_\_\_\_

***Park Requested*** (check one):      ***\*Suzanne***      ***\*Lemon Creek***      ***Creekside***      ***Snow Creek***

**Day Requested** (check one)      ***Saturday***      ***Sunday***      **Date Requested** \_\_\_\_\_

**Purpose of Park Use** \_\_\_\_\_

**Time from** \_\_\_\_\_ **am/pm**      **to** \_\_\_\_\_ **am/pm**      **# of Expected Participants** (be accurate) \_\_\_\_\_

***Purpose of Electricity Use*** \_\_\_\_\_

**Time from** \_\_\_\_\_ **am/pm**      **to** \_\_\_\_\_ **am/pm**

**Special Notes:**

- ◆ Non-Resident Individual, Non-Resident Organization & Non-Resident Business are not eligible to reserve park facilities.
- ◆ There shall be no continuous (not to exceed three times per year) and consecutive exclusive privilege conferred for any activity or use.
- ◆ Catering vehicles (ex. Taco Man), rental equipment (tables, chairs, canopies), and mobile gaming vehicles (ex. GameTruck) are not permitted.
- ◆ No bouncers/jumpers/carnival rides/petting zoos allowed at any time.
- ◆ No amplified music or public address (PA) systems allowed at any time.
- ◆ Personal portable or charcoal grills are not allowed. Please only use barbecue grills provided at the parks.
- ◆ Park restroom hours are from 8:00 am to 9:00 pm every day.
- ◆ No vehicles are allowed on park grounds at any time.
- ◆ Staff will post a reservation sign inform other groups of your activity. We ask that you be accommodating to other groups when possible, and keep in mind that the reservation guarantees you a designated area in the park but does not give you exclusivity.
- ◆ Should you encounter any problems on the day of your reservation, please contact our weekend park line (626) 753-3705 or the Walnut Gymnasium at (909) 444-7959.

Residents granted a Park Reservation shall indemnify, defend, and hold harmless Agency, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with their Park use, unless solely caused by the gross negligence or willful misconduct of Agency, its officers, employees, or agents.

I am an authorized representative of the family/group/organization submitting this Park Reservation Request. The information provided in this agreement is true and correct. I have read, understand and agree to the aforementioned and to the rules and regulations in using City of Walnut park facilities.

\_\_\_\_\_  
Signature (must match name of applicant)

\_\_\_\_\_  
Date

***YOUR RESERVATION HAS BEEN APPROVED BY STAFF AS FOLLOWS:***

**Park Request Approved:** \_\_\_\_\_

**Number of Tables Approved** \_\_\_\_\_

***Signature of City Staff Issuing Approval*** \_\_\_\_\_