CITY OF BOULDER PARKS AND RECREATION DEPARTMENT

VALMONT BIKE PARK
PICNIC USE RESERVATION

Applications can be submitted:

- Delivered or mailed to 5200 Pearl Street, Boulder, CO 80301
- E-mailed to valmontbikepark@bouldercolorado.gov

Payment can be submitted:

- By check payable to: City of Boulder and delivered with this form
- By credit card payment via phone once the form is delivered and approved

PROPOSED DAY / DATE(s):_____TOTAL PARTICIPANTS:_____

PROPOSED USE TIME: Time Start:_____am/pm Time End:_____am/pm

DESCRIPTION: Birthday/Gathering_____ Other_____

Programs must complete a different application for permit approval. Contact valmontbikepark@bouldercolorado.gov

Name of Applicant: _____

Address: _____ City_____ Zip_____

Telephone: _____

E-mail address_____

Need for Parking: Yes __ No __ Need for Electricity: Yes __ No __ Water? Yes __ No __

Will alcohol be dispensed? Yes __ No__ Will there be a charge for participating? Yes __ No__

Please indicate picnic area(s) you would like to reserve:

___Hub Plaza Picnic Area ___Hub Plaza Shelter

___Glades Shelter ___Glades Picnic Area

Please indicate any other areas of the park you will impact and/or special conditions or needs:

_____

_____

Fees and Deposits: Reservation fees are $100 for the picnic areas and $150 for each sheltered picnic area for up to three hours including set up and take down. All fees and deposits are due within 1 week of the reservation date. A performance deposit is required based on the size and impact to the park. The specific deposit amount may be subject to change after full review of the application. Deposits will be returned if all of the permit requirements are completed.

_____$100 14 or fewer participants

_____$200 15 or more participants

Cancellation Policy: If the Park Manager cancels the reservation all fees will be refunded to applicant and/or the City will make best efforts to reschedule. If the applicant cancels within 7 days of the picnic it results in forfeiture of 100% of all fees. If within 8+ days from the event it results in forfeiture of 50% of the fees.

Transfer Policy: To transfer dates, locations or times a $15.00 admin fee will be applied, subject to availability

Conditions of Use:

Applicant agrees to the following conditions for an approved permit and the use of the facility:

1. If in event that the park/property is closed due to unforeseen circumstances such as weather this facility may not be available for the scheduled rental. The Facility Supervisor will work with the Lessee to accommodate the rental if possible. If it is not possible, a refund or rescheduled day will be provided.
2. Raising funds, charging admission or collecting money must have prior authorization.
3. No dogs are allowed on bike trails, off lease or unattended.
4. No glass containers are allowed at the bike park or in any of the city parks.
5. No personal grills or BBQ pits allowed in the bike park.
6. Tents may be erected at or next to the picnic areas with the use of weights and tie downs. No stakes allowed.
7. No inflatables (bouncy houses, etc) are allowed on City of Boulder property. All tents and locations for setup must be pre approved by the Park Manager.
8. Facilities must be left in a clean and orderly condition. Lessee will be required to pay for all damage, loss and cost of excessive clean up. Security deposit will be returned if all of the permit requirements are completed successfully.
9. Parks and facilities are patrolled by local law enforcement agencies. All applicable rules and regulations including State Statutes and City ordinances will be enforced.
10. For programs or events where the participants pay a fee to lessee, lessee must provide the City with a certificate of insurance showing that the applicant has a comprehensive general liability policy for $1,000,000 and that the City of Boulder and its employees, officers, and authorized volunteers are endorsed on such certificates as additional insured.
11. During the time the bike park areas are being used by the Lessee, the Lessee is responsible for all accidents, injuries, damages, or loss of property. City of Boulder and its designated representatives shall be held harmless from any and all claims resulting from the use by the Lessee.
12. Alcoholic beverages are allowed by permit only and can be obtained by calling 303-413-7200 a minimum of 3 weeks in advance.
13. The Boulder Parks and Recreation Department facilities, services and programs shall be rented and provided to groups that comply with the guidelines and provisions of The American's With Disabilities Act, that govern their businesses and operations, such as those provisions provided under Titles I, II, III, IV and V of the Act.
14. Additionally, the Boulder Parks and Recreation Department facilities shall not be rented to groups who discriminate on the basis of disability, race, color, religion, national origin, pregnancy, age, military status, gender, gender identity, gender variance, or sexual orientation.
15. The Lessee may not sell or authorize the sale of food or concession items without the written approval of the Parks and Recreation Department, the Boulder Health Department, and the contracted concessionaire.
16. The contract will not be considered final until a signed copy of the contract has been received by the Parks and Recreation Department.

I acknowledge that I, my heirs, executors and assigns indemnify and hold harmless the City of Boulder for any claims, amounts, and/or damages that may arise during the rental process. That I release the City of Boulder and all of its agents from all liability for any injury which might be inflicted on third persons or property during the rental period. I have read and understand the rules/regulations above.

Applicant signature_____ Date: _____

Print Name:_____

Payment Method

By Check _____ Make checks payable to: **City of Boulder** check #_____amount_____

By Credit Card_____

Visa___ MC____ Card #_____ Expires_____/_____

Name as it appears on the card:_____ 3 digit code_____

City of Boulder Approval:_____Date:_____