



# **PARK RESERVATION POLICY**

City of Hermosa Beach ~ Community Resources Department

710 Pier Avenue • Hermosa Beach, CA 90254

**Office Hours: Monday-Thursday 7am-6pm**

310.318.0280 • 310.372.4333 (fax)

## **POLICY & PROCEDURES**

- Reservations are available for Hermosa Beach Residents only at Valley Park or South Park.
- Reservations must be made in person during \*office hours. Residents are required to show valid proof of residency including a current utility bill that has been mailed within the last 30 days and photo I.D.
- Hermosa Beach non-profit groups are required to provide a verifiable Non-Profit ID number in order to qualify for a fee waiver.
- Without a reservation, tables are available on a first come – first serve basis.
- Only two reservations allowed at Valley Park per calendar day. Residents may reserve up to 4 tables for 4 hours. There is also an option to obtain a Bounce House Permit for an additional fee. (See Bounce House Rules & Regulations)
- Only two reservations allowed at South Park per calendar day. Residents may reserve up to 2 tables for 4 hours.
- South Park is not available for reservation on Saturdays from 9am-3pm due to the City's Sports Programs.
- Each reservation is limited to 25 people per Hermosa Beach Municipal Code 12.28.010.
- Refunds are only given due to inclement weather. Residents must contact the office within 7 days of scheduled party to receive a refund. Residents must notify the office if their reservation was not held due to weather conditions.
- No alcohol permitted.
- No amplified sound.
- No additional tables or structures.
- No additional heat sources of any kind. Park users may only use the barbeque grills already located within each park.

## **BOUNCE HOUSE RULES & REGULATIONS (VALLEY PARK)**

- Bounce Houses are only permitted with a Park Reservation obtained by the Community Resources Department.
- A bounce house is only permitted at Valley Park on the concrete area of the amphitheater.
- Only one bounce house is permitted per day.
- The bounce house may not have dimensions larger than 20 ft. x 20 ft.
- The bounce house must be rented from a company that has liability insurance on file with the City. There are four approved Bounce House companies allowed in the park:
  - Jump for Joy - (310) 316-0158 [www.bouncerental.com](http://www.bouncerental.com)
  - Party On Rentals - (800) 200-0744 [www.partyonrental.com](http://www.partyonrental.com)
  - Planet Bouncy - (310) 977-4160 [www.planetbouncy.com](http://www.planetbouncy.com)
  - Jump for Fun - (800) 281-6792 [www.jumpforfun.com](http://www.jumpforfun.com)
- A copy of the Bounce House Contract will be required the Thursday prior to your rental.
- Residents must provide a generator for power (available for rent through bounce house companies.) The generator should be placed a safe distance from the bounce house and all electrical cords should be covered to prevent tripping hazards. The City does not provide electricity.
- The Bounce house shall only be set up by qualified representatives of the bounce house rental company in compliance with manufacturer specifications.

## **FIRE PIT (VALLEY PARK)**

- Fire Pit Reservations are available for Hermosa Beach Residents only.
- Fire Pit Reservations must be made in person during \*office hours. Residents are required to show valid proof of residency; a current utility bill that has been mailed within the last 30 days and photo I.D.
- To obtain use of the fire pit, a Park Reservation must be obtained by the Community Resources Department.
- The fire pit is considered part of BBQ Area 2. Therefore, fire pit reservations will not be made if there is another party previously scheduled in BBQ 2.
- An adult must be present during the duration of use of the fire pit with a bucket and shovel in case of emergency.
- **THE FIRE MUST BE EXTINGUISHED AFTER THE RESERVATION. YOU MAY NOT LEAVE THE FIRE PIT UNATTENDED IF EMBERS ARE STILL BURNING.**

**PLEASE REFERENCE THE CITY'S MUNICIPAL CODE WHEN PLANNING YOUR PARTY AS ADDITIONAL RESTRICTIONS, NOT LISTED ABOVE, MAY APPLY.**

Resident Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_