

**CITY OF LOMITA**  
**DEPARTMENT OF PARKS & RECREATION**

24428 Eshelman Avenue, Lomita, CA 90717  
Phone: 310-326-0140 Fax: 310-326-0690

Permit Number:  
\_\_\_\_\_

**Application for Facility Reservation and Use Agreement**

( ) Gymnasium ( ) Softball Field

( ) East Picnic Shelter ( ) Central Picnic Shelter ( ) West Picnic Shelter

APPLICANT (Name of primary contact): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

GROUP OR ORGANIZATION: \_\_\_\_\_

**DATE AND TIME REQUESTED (Include Set-up and Clean up):**

Date(s): \_\_\_\_\_ Start Time(s): \_\_\_\_\_ End Time(s): \_\_\_\_\_

**EVENT INFORMATION**

PROPOSED USE OR FUNCTION TYPE: \_\_\_\_\_ ESTIMATED ATTENDANCE: \_\_\_\_\_

PLEASE LIST ALL EQUIPMENT OR OBJECTS TO BE USED:  
\_\_\_\_\_  
\_\_\_\_\_

- All fees and/or deposits are payable 14 working days prior to use
- **Payment Options: DEBIT or CREDIT CARD ONLY**
- **ALCOHOL and SMOKING is STRICTLY PROHIBITED at all park facilities**
- This application becomes your permit for facility use upon authorized approval and payment of all fees and/or deposits
- Vehicles may not enter the park to drop off or pick up any equipment (BBQs, tables & chairs, tents, etc.).
- **At any time, the City has the right to CANCEL this application, if the facility's use is required for any City related event or program**

**AGREEMENT FOR USE**

It is distinctly understood and agreed that the applicant assumes all risks for loss, damage, liability, injury cost or expense that may arise during or be caused in any way by such use or occupancy of the facilities of the City of Lomita and/or Parks and Recreation Department. The applicant further agrees that in consideration of being permitted to use said facilities, he, she or it will save or hold the City of Lomita and/or their employees free and harmless from any loss, claims, and liability or damages and/or injuries to persons or property that in any way may be caused by applicant's use or occupancy. I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant. My signature certifies that all information on this application is true, including the prohibition of alcohol. I understand that any misstatements or omissions of material fact herein may cause forfeiture of my deposits. Refundable deposits are refundable if there was no damage, all policies were followed, and the facility was left in good order. I hereby certify that I have read (or had interpreted), understand, and agree to abide by the attached reservation policies of the Parks and Recreation Department.

Applicant represents and warrants that use of the premises for subject activities will be in compliance with all local, county, and state laws, regulations, and guidelines, regarding COVID-19. A failure to comply with all applicable laws, regulations, and guidelines may result in the immediate termination of this permit, as well as subject Applicant to potential penalties, fines, fees, and criminal prosecution as authorized to the City under the law. Granting of this permit does not constitute an approval by the City that Applicant is complying all relevant COVID-19 laws, regulations, and guidelines. Applicant agrees to require all participants to review and execute the waiver attached as Exhibit "A."

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Approved: ( ) Denied ( ) Date: \_\_\_\_\_

Director of Parks and Recreation: \_\_\_\_\_

Rental Fee: \_\_\_\_\_  
Rental Deposit: \_\_\_\_\_  
Supervision Charge: \_\_\_\_\_  
Light Fee: \_\_\_\_\_  
**TOTAL:** \_\_\_\_\_

Fees Paid: \_\_\_\_\_ Date: \_\_\_\_\_  
Deposits Paid: \_\_\_\_\_ Date: \_\_\_\_\_  
Deposits Refunded: \_\_\_\_\_ Date: \_\_\_\_\_

**ALL FEES DUE BY:** \_\_\_\_\_