



**City Of Pismo Beach Recreation Division**  
**760 Mattie Road, Pismo Beach, CA 93449**  
**Tel: 805-773-7039**  
**Fax: 805-773-4684**

**Park Reservation Rates**  
*Public Event Attachment*

**Public Event:** If you are holding a public event, a function that is open to the general public, please follow the directions below to reserve a City park:

1. Read the terms and policies included with this packet.
2. Once you have read and agree with the policies, fill out the application below and turn it in to Vicki Davenport (760 Mattie Road, Pismo Beach CA 93449) with the appropriate deposit and payment. Contact Vicki at 773-7039.
3. A City representative will contact you within 7-10 days to confirm availability of the requested facility.
4. Once you have received confirmation of availability and the park has been properly reserved, fill out a Special Events Application (available in the administration office) and pay a \$50-150 processing fee. The Special Events Committee (SEC) will review this application and provide a recommendation to the City Manager for final approval. In some cases, the applicant is asked to attend a meeting to discuss the event and City services requested. Contact the SEC Chairperson, Lori Grigsby, for more information at 773- 7003.
5. If in the rare incident that an event is not approved, all park reservations fees will be returned. If the event coordinator cancels a function after reservations are made the policies included in this packet apply.

**Please note:** Public events can reserve an entire park or facility however; no persons are ever denied access to the park during these times. All park users, whether by reservation or not, must follow park policies (page 4) at all times.

No reservation will be placed on the calendar until you have submitted an application and paid the deposit and all required fees. In case of rain, your deposit and insurance fees will be refunded, but your reservation fee will not, as this fee pays for the work involved in reserving the area.

**Basic Information**

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Contact Name, Phone Number</i>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Event Name</i>
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**Dinosaur Caves Park**

<b>Check (✓) appropriate box below</b>	<b>Rental Duration</b>	<b>Specific Area</b>	<b>Cost</b>	<b>Insurance</b>	<b>Deposit</b>	<b>Additional</b>
	<b>1 Event</b> <i>All Day Rental</i>	Dinosaur Caves Park	\$20	\$116.15 over 100 people	\$250	<i>\$15 additional event within 1 month</i>
	<b>3 Events</b> <i>All Day Rental</i>	Dinosaur Caves Park	\$50	\$116.15 over 100 people	\$250	<i>\$15 each additional event within 3 months</i>
	<b>6 Events</b> <i>All Day Rental</i>	Dinosaur Caves Park	\$100	\$116.15 over 100 people	\$250	<i>\$15 each additional event within 6 months</i>

***Please include this form with the Park Reservation Application. Thank you.***