

**City of Los Angeles Department of Recreation and Parks
Pacific Region / Harbor Highlands
Permit Guidelines**

Park hours are sunrise to sunset.

Permits will not be issued on city holidays.

All fees must be paid in full to reserve space.

Permittee will be responsible for all set-up, break-down and clean-up.

Umbrellas, sunshades and canopies must be open on all sides.

Jumpers must come from the City's approved list of vendors and must provide proof of insurance with the City of Los Angeles named as an additional insurer.

Refundable deposits are required for weddings only.

Refundable deposits may be issued, following the event, provided no damage to the gazebo or surrounding area occurred.

Please allow 8-10 weeks to receive refund.

Any violation of the park guidelines may result in future permit requests being denied and loss of any refundable deposit.

Maximum capacity per permitted section: 50

Maximum allowed per permitted section:

- 3 pop-up canopies / 10' x 10' without sides
- 10 tables
- 60 chairs

Items not allowed:

- Alcoholic beverages
- Amplified sound
- Charcoal grills
- Smoking
- Fireworks
- Personal jumpers / bouncers / jumbo-trons
- Vehicles on grassy areas or sidewalks
- Blocking park entrances or exits
- Staking items into grassy areas

By signing below, I understand and agree to the permit guidelines for Harbor Highland.

Print Full Name: _____

Signature: _____

Today's Date: _____

Event Type: _____

Permit Date: _____