



CITY OF LOS ANGELES DEPARTMENT OF RECREATION

PALISADES RECREATION CENTER

310 454-1412 / PALISADES.RC@LACITY.ORG



# FACILITY RENTAL AGREEMENT RESERVATION POLICIES

Permits must be signed by a representative (18 years and older) in charge of the group. Permittee must be present at the event, and is responsible for the conduct of the group as well as for any damages caused by the group. For groups composed primarily of minors, please ensure proper supervision for the safety and enjoyment of all. Permittee and group must observe the limits of their permit, and honor the rights of park patrons.

**All outside vendors- food/entertainers/coaches must be insured and preapproved**

## REFUND POLICY

More than two weeks before the event: 50% of Facility Usage Fees Refunded

Less than two weeks before event: NO REFUND

If you need to issue a refund- please email Palisades.rc@lacity.org

## RESCHEDULING

Once a permit is paid for, no adjustments can be made to the date or time.

In the case of rain, permit holder will have a choice of either rescheduling (dependent on availability) or a full refund.

## REGULATIONS

### LOS ANGELES MUNICIPAL CODE SECTION 63.44 PROHIBITS

- PLAYING AMPLIFIED SOUND
- GAMBLING
- LITTERING
- ALCOHOLIC BEVERAGES
- POSTING OF SIGNS
- UNLEASHED DOGS
- SMOKING

### PALISADES RECREATION CENTER PROHIBITS

- PERSONAL BBQS OR OPEN FLAMES
- STAKING ANYTHING IN THE GROUND
- ANIMAL RIDES/PETTING ZOOS
- DRIVING ON GRASS OR WALKWAYS
- MOON BOUNCES & GENERATORS  
(ONLY ALLOWED IN LOWER PICNIC AREA)

**PARKING:** Parking is available on a first come first serve basis. There is absolutely NO coning off of areas/saving parking spots, no parking in red/yellow zones, no double parking at any time, no parking in designated staff spaces. Violators will be cited and/or towed. Staff will be present to monitor group size and conduct. It is the responsibility of the person initiating the reservation to inform all members of the group of these rules and regulations.

**ANY VIOLATION OF THE ABOVE STATED RULES MAY RESULT IN CANCELLATION OF PERMIT AND FORFEITURE OF FUTURE PERMIT USE OF PARK AREAS.**

**I HAVE READ AND AGREE TO ALL OF THE POLICIES LISTED ABOVE.**

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