



Picnic Site Reservation Request Form

Sacramento County Department of Regional Parks

Please return all applications to:

Department of Regional Parks – Recreation Services Division

10361 Rockingham Drive, Suite 100, Sacramento CA 95827,

or email to picnics@sacounty.net

Guidelines for Reserving Picnic Sites:

- Reservations are taken January through December. **Reservations can be made starting in January for the upcoming year.**
- Reservations can be made for any day of the week but **require more than 5 days advance notice. No reservations are booked for major holidays or major holiday weekends.**
- Reservations can be made for Ancil Hoffman Park, Discovery Park, Gibson Ranch Regional Park, Herald Park, Mather Lake Regional Park, River Bend Park, and William B. Pond Recreation Area.
- **Reservations are required for groups over 40 people.**
- Reservation fees range from \$40-\$250, depending upon the location.
- All vehicles entering parks are subject to entry fees of \$6 per vehicle. You may make arrangements in advance to pay for your guests' parking with post payment parking. A 2-week advance notice is needed to set this up.
- Sound permits are required to use a public address system, disc jockey or band. An amplified sound permit is \$30.
- Bounce houses are only allowed with a reservation. An additional bounce house permit fee of \$30 and proof of insurance from the bounce house company listing County of Sacramento as additionally insured is required.
- Sorry, no dunk tanks, water games or water inflatables are allowed.

Applicant Information

Date for Request:	Alternate Date:
Name of Contact for Day Of:	
Daytime Phone:	Cell Phone Number of Contact:
Email Address:	
Address, City, State, Zip Code:	

Event Details

Type of Event: <input type="checkbox"/> Family Picnic <input type="checkbox"/> Company Picnic <input type="checkbox"/> Church Picnic		
Name of Event:		Attendance:
Facility (Check all that apply):		
<u>Ancil Hoffman Park</u>		<u>Discovery Park</u>
<input type="checkbox"/> Valley Oak - \$125 <input type="checkbox"/> Live Oak - \$125		<input type="checkbox"/> Alder - \$125 <input type="checkbox"/> Oak - \$250
<input type="checkbox"/> Riverside - \$125		<input type="checkbox"/> Sycamore - \$250 <input type="checkbox"/> Redbud - \$250
<u>Gibson Ranch Regional Park</u>		
<input type="checkbox"/> Area 1A - \$250.00 <input type="checkbox"/> 2E - \$40.00 <input type="checkbox"/> RT 1 (Hill) - \$40.00		
<input type="checkbox"/> Area 1B - \$125.00 <input type="checkbox"/> 2F - \$40.00 <input type="checkbox"/> RT 2 - \$40.00		
<input type="checkbox"/> Area 1C - \$125.00 <input type="checkbox"/> 2G - \$40.00 <input type="checkbox"/> L1 - \$40.00		
<input type="checkbox"/> Area 1D - \$125.00 <input type="checkbox"/> 2H - \$40.00 <input type="checkbox"/> L2 - \$40.00		
<input type="checkbox"/> Area 2A - \$200.00 <input type="checkbox"/> 2I - \$40.00 <input type="checkbox"/> L3 - \$40.00		
<input type="checkbox"/> Area 2B - \$150.00 <input type="checkbox"/> 3G - \$40.00 <input type="checkbox"/> L4 - \$40.00		
<input type="checkbox"/> Area 2C - \$250.00 <input type="checkbox"/> 3P - \$40.00 <input type="checkbox"/> L5 - \$40.00		
<input type="checkbox"/> Area 2D - \$200.00 <input type="checkbox"/> 3Q - \$40.00 <input type="checkbox"/> L6 - \$40.00		
<input type="checkbox"/> Area 3A - \$125.00 <input type="checkbox"/> 3S - \$40.00 <input type="checkbox"/> L7 - \$40.00		
<input type="checkbox"/> Area 3B - \$150.00 <input type="checkbox"/> 3T - \$40.00 <input type="checkbox"/> L8 - \$40.00		
<input type="checkbox"/> Area 3C - \$150.00		
<u>Herald Park</u>		<u>Mather Regional Park</u>
<input type="checkbox"/> Herald Community Park Shelter - \$50		<input type="checkbox"/> Rotary - \$250 <input type="checkbox"/> Robin - \$125
		<input type="checkbox"/> Sparrow - \$125
<u>River Bend Park</u>		<u>William B. Pond Park</u>
<input type="checkbox"/> Eppie's Grove A - \$40 <input type="checkbox"/> Eppie's Grove C - \$40		<input type="checkbox"/> Cottonwood - \$125 <input type="checkbox"/> Riverside - \$125
<input type="checkbox"/> Eppie's Grove B - \$40 <input type="checkbox"/> Eppie's Grove D - \$40		<input type="checkbox"/> Walnut - \$125

Add Ons (Check all that apply)

- \$30 Amplified Sound Permit (required if sound will be more than a cell phone speaker)
- \$30 Bounce House Permit (Proof of Insurance from Company and generator required)
- \$30 Post Payment Parking (Still will be charged \$6 per vehicle)

Are you requesting permission/planning on serving alcohol at your event? Yes No

See the Terms and Conditions for more details.

If yes, which? (Check all that apply): Beer Wine Distilled Spirits

I, the undersigned representative, am duly authorized by the organization to submit this application on its behalf and understand that, with the exception of credit card information, the information contained in this application will be available as a public record. The information contained herein is complete and accurate.

Applicant Name (printed): _____

Signature: _____ Date: _____

✂ ✂ After processing application payment information is destroyed by the Department ✂

Payment Information		
Amount Due:	Payment Method (check all that apply)	
<input type="checkbox"/> Cash	<input type="checkbox"/> Check/Money Order # _____	<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa
Card #:	Expiration Date:	
Verification code (Last 3 digits on signature strip):		
Authorized Signature:	Date:	