



City of Santa Cruz
Parks and Recreation | Administration
323 Church St.
Santa Cruz, CA 95060

Facility Use Conditions Santa Cruz Municipal Wharf Commons

1. A FIRM RENTAL CONTRACT IS REQUIRED for all uses and permits must be in possession of the event Permittee or representative during the event.
2. RENTAL CONTRACTS ARE ISSUED ONLY TO ADULTS eighteen (18) and over. Alcohol permits (where applicable) are issued only to adults twenty-one (21) and over.
3. CERTIFICATES OF INSURANCE naming the City as additional insured are required for some events held in City facilities. See City's "Standard Insurance Requirement" handout for more information.
4. NON-CITY RESIDENTS are charged an additional fee for rental of City facilities per City Council policy.
5. A REFUNDABLE SECURITY DEPOSIT is charged, in addition to rental fees, for all indoor facilities and for outdoor facilities when alcohol is served. Refund of the deposit will depend on the condition of the facility after use.
6. LICENSED SECURITY PERSONNEL may be required as a condition of permitted use of the facility if alcohol is served. Associated costs will be charged to the Permittee. The Parks and Recreation Department will determine the specific security personnel needed and will arrange for their presence.
7. REFUNDS: For events cancelled thirty (30) days or more in advance, fifty-percent (50%) of the rental fee will be refunded. For events cancelled less than thirty (30) days, rental fees are nonrefundable.
8. EQUIPMENT: Use of outside equipment is subject to review and approval by city staff. Some events, based on attendance, may be required to pay for additional trash receptacles, portable toilets, and other equipment.
9. CITY ADMISSION AND SALES TAX: Commercial events at the Wharf and beaches are subject to City Council approval. Any Council-approved event which charges admission is subject to the City Admissions Tax at five-percent (5%). See City's "Admissions Tax Brochure" for more information. Events which include sales may require City Council approval. The City charges a percentage on all sales at events held at City facilities.
10. ATTENDANCE IS LIMITED to the occupant load of the facility as established by the City Fire Marshal or as determined by the Parks and Recreation Department.

Facility Use Conditions
Santa Cruz Municipal Wharf Commons

11. ENTRANCE TO THE FACILITY is allowed at the time specified on the approved application and users are expected to leave at the time specified. Permittee may be billed for any use beyond the approved end time.
12. PERMITTEE MUST LEAVE ALL FACILITIES/AMENITIES CLEAN, ORDERLY, UNDAMAGED AND FULLY SECURE according to Checkout Form provided. If the facility is not left in a satisfactory condition as determined by the Parks and Recreation Department, a portion or all of the deposit will be retained. If the deposit does not cover cost of cleanup or damage or no deposit was charged, the Permittee will be billed additional fees. If the facility or area is not clean and orderly upon your arrival, it should be brought to the attention of a Department employee as soon as possible.
13. NO FIRES are permitted, other than in designated areas. Only fireproof or fire retardant materials may be used for decorations.
14. NO STAPLES, PINS, TACKS, NAILS, SCREWS or other objects are allowed to be placed into any part of the facility, including but not limited to the stage, walls and railings.
15. NO STRUCTURE or sets are to be built
16. ALCOHOLIC BEVERAGES may be permitted with conditions only in the following areas: Harvey West Clubhouse and Scouthouse, reservable picnic areas, London Nelson Community Center, the Santa Cruz Wharf Commons area, and the Civic Auditorium. State laws on alcoholic beverages prevail. An Alcohol Consumption Agreement is required. An Alcohol Beverage Control Permit is required if alcohol is sold. Specific permit conditions shall be adhered to if alcohol is included in a Santa Cruz Wharf Commons Use Permit.
17. NO SMOKING is permitted in City public buildings, on the Santa Cruz Wharf, or on park trails.
18. All permittees holding events or activities on City property must adhere to the City's Environmentally Acceptable Packaging and Products Ordinance (SCMC 6.48).
19. SOUND AMPLIFICATION and the volume of all noise must be in compliance with SCMC 9.36 & 9.40.
20. PARKING is available in parking lots and on nearby streets on a FIRST-COME, FIRST-SERVED BASIS. No parking is allowed in undesignated areas without prior written authorization from the Parks and Recreation Department.
21. NO ANIMALS, other than Seeing Eye and Companion Animals, are allowed in indoor City facilities, picnic areas, the Santa Cruz Wharf, or sports fields.
22. NO PUBLICITY of any type may be released for use relating to an event until approval is granted for the application.

Facility Use Conditions
Santa Cruz Municipal Wharf Commons

23. If the event involves ANY TYPE OF PERFORMANCE, such as music, poetry reading, etc., the Permittee warrants and represents to the City of Santa Cruz that the use of the facilities will not result in an infringement of any right protected under Item 17 of the U.S. Code (copyrights) and that Permittee will be solely responsible for the content of any performance at the facility. Permittee further agrees to assume the defense and indemnify and hold harmless the City of Santa Cruz, its officers, and employees from every expense, liability, or payment, including attorneys' fees, by reason of any claimed infringement of any rights protected under Title 17 of the United States Code.

24. AN AUTHORIZED REPRESENTATIVE OF THE CITY SHALL HAVE THE RIGHT TO ENTER THE FACILITY AREA and all parts thereof at any and all times during a scheduled event. The City of Santa Cruz retains the RIGHT TO REVOKE PERMISSION for use of a facility at any time. The Parks and Recreation DEPARTMENT MAY TERMINATE ANY SPECIAL EVENT ACTIVITY when it is necessary for the safety, health, morality, welfare, or reasonable enjoyment of the public, for protection of resources, for the violation of any rules and regulations of the City of Santa Cruz, or if it is deemed necessary in public interest.

25. The PARKS AND RECREATION DIRECTOR MAY MAKE EXCEPTIONS to established policies, rules, and fees when deemed in the best interest of the City or Community.