

**CITY OF CAMPBELL**  
RECREATION & COMMUNITY SERVICES DEPARTMENT  
**SKATE PARK RENTAL POLICY**

The Campbell Skate Park is a great place to have a Birthday party or event. The Park is available for rent for private parties, events & competitions during times that the park is not open to the general public or being used for City run classes.

**Primary Hours of Availability:**

Before 12 noon on most weekends year round  
Before 2 pm Monday-Friday during the school year

**Contact Information for Skate park Park Rentals:**

(408) 866-2741 or hilaryh@cityofcampbell.com

**Fees:** \$65/hr – Non-profit; \$80/hr – Private; \$150/hr Commercial  
\$25 Processing Fee

**Park Rental Includes:**

- Exclusive use of the park for the scheduled rental time.
- One on site supervisor to monitor the park.
- Additional staff available @ \$25/hr for clinics or lessons

**Reservation & Cancellations:**

1. A Park Reservation can be made up to three months in advance (by Campbell residents), and no less than ten calendar days prior to the desired date of use. Priority for reservations is provided to Campbell residents, who may make reservations a full six months in advance. Verification (Drivers License, pre-printed check, or utility bill) of residency is required (by fax if making a reservation by telephone). Non-residents may make a reservation one day later than residents, thereby providing residents a full day of priority reservation.
2. Full rental fees and applicable deposits are due at the time the reservation is made.
3. Cancellations must be made in writing (fax acceptable: 374-6965) and received by the Recreation and Community Services Department at least 30 days in advance of the use date in order to receive a refund. The \$25 processing fee will be deducted from all refunds. If it rains on the date of reservation and the reservation is not used, a full refund is available, providing the customer calls the Community Center Coordinator (866-2741) the next working day to report that the reservation was not used due to rain.
4. Refunds of security/damage deposits may be fully or partially withheld for: damage to facility, misuse of the facility, inadequate cleanup by customer requiring additional staff/custodial clean-up after your use, or misrepresentation of the type of event being held. Refunds of deposits, less any applicable additional charges, will be processed through the City's Finance Department, approved by City Council, and returned to the customer by mail within 30 days of the date of their event.

**Park Use Guidelines:**

1. A maximum of 30 participants will be allowed in the park.
2. Each organization needs to appoint one contact person to be the representative for the organization in contact with the City's Facilities Coordinator.
3. Before utilizing the park the group must turn in an individual release of liability for every participant and staff member that will be inside the park.
4. The renter utilizing the park is responsible for all participants in the park.
5. Any misuse of the park by the user and/or his/her guests may result in immediate removal of all participants from the park.
6. The Campbell Recreation & Community Services Department reserves the right to cancel any reservation with due notice for any city activity, safety hazard, or facility maintenance that conflicts with use of the facility.

**Rules:**

All groups utilizing the Skate Park are required to follow the general park rules that apply to all users. In addition they are required to follow the group use rules and regulations (above).

1. All skaters must wear protective helmets, knee and elbow pads. Rollerbladers must also wear wrist guards. Participants are required to provide their own protective equipment.
2. Skaters only are allowed inside the facility; spectators must remain outside in viewing area.
3. Facility will be closed during rainy, wet, or other unsafe conditions.
4. No food or drink is allowed inside Skate Park.
5. NO SMOKING.
6. All participants are required to have a signed release of liability form on file to use the park. For persons under the age of 18 a parent or legal guardian must complete and sign the form.
7. Only skateboards and rollerblades are to be utilized in the park; bicycles and scooters are not allowed.
8. Privately owned equipment is not allowed to be brought into the park.
9. Vending of merchandise is not allowed in the park.
10. Alcoholic beverages and cigarettes are not allowed in the park.
11. Animals are not allowed at the Community Center.
12. Barbeques are not allowed in the park or at the Community Center.

**Liability:**

1. The City of Campbell is not responsible for accidents, injuries, or loss of or damage to the property of individuals.
2. For competitive or commercial events liability insurance is required. Proof of liability insurance (a Certificate of Insurance naming the City of Campbell and the Campbell Redevelopment Agency as additional insured) with a minimum of \$1,000,000 public liability and property damage coverage, per occurrence, must be submitted with your reservation form.