

GROUP PICNIC AREA RENTAL APPLICATION

Event Date: _____ Event Title: _____

Estimated # of Guests: _____ **I UNDERSTAND THAT THE MAXIMUM OCCUPANCY IS 100 PEOPLE AT BEACH SITES DURING SUMMER WEEKENDS (MAY-OCTOBER)** Applicant Initials: _____

Do you have a valid IVGID Picture Pass w/ Beach access? YES NO **IVGID PASS #:** _____

Applicant: _____ Rented For (if applicable): _____

Mailing Address: _____ City: _____

State & Zip: _____ Phone Number: _____

Email: _____ Applicant's Parcel #: _____

Signage (What would you like on the Reservation Sign?): _____

Group Picnic Areas:

Time Requested:

Fees:

Preston Park:

Preston Park BBQ

Burnt Cedar Beach:

Burnt Cedar Beach – Center BBQ Pit

Burnt Cedar Beach – East End

Incline Beach:

Incline Beach – Center

Incline Beach – Creek Side

AM (8am–2pm)

PM (3pm–8pm)

ALL DAY (8am-8pm)

Preston Park: (100 guests max)

Preston, Mon-Sun: AM/PM \$100 / \$75 w/ IVGID

Preston, Mon-Sun: ALL DAY \$150 / \$120 w/ IVGID

Incline & Burnt Cedar Beaches:

Beach, Mon-Thurs: AM/PM \$110 / \$160 (100+)

Beach, Mon-Thurs: ALL DAY \$175 / \$225 (100+)

Beach, Fri, Sat, Sun: AM/PM \$160 (100 guests max)

Beach, Fri, Sat, Sun: ALL DAY \$250 (100 guests max)

Please Complete Sections 1 -3 Below:

1. How will you pay for guests? (PLEASE SETTLE PAYMENT WITH GATE HOST BY 6 P.M.)

Guests will provide own payment at gate

Please tally at gate. Payment will be made by (please select):

Punch Card Cash/Check Credit Card (See #2)

Additional Guest Arrangements? _____

2. If paying for guests by Credit Card:

PLEASE READ & INITIAL:

_____ By electing to pay for guests by credit card day of event, I understand a Credit Card is required to be on file with IVGID Parks & Recreation.

_____ I agree to be charged the applicable rates for any unsettled guest payments for this event and understand IVGID Parks & Recreation will charge my credit card on file.

3. Will alcohol be served? Yes No **Will alcohol be sold?** Yes No **Liquor License #:** _____

Non-Profit #: _____ PLEASE ATTACH A COPY OF FEDERAL OR STATE NON-PROFIT STATUS VERIFICATION

Insurance Carrier: _____ **Policy #:** _____ **Amount:** _____

4. Will the event be catered? Yes No **Company:** _____

Additional Details: _____

*Department Approval Signature: _____ **ALL CATERING MUST BE APPROVED AT TIME OF APPLICATION***

I have read and understand the statements on the reverse of this form and agree to all conditions of this contract and indicate so by my signature below.

Applicant Signature: _____ **Date:** _____

OFFICE USE ONLY

Billing Status: Regular Exempt Non-Profit

Booked By: _____ **Date:** _____ **Contract #:** _____

Payment Type: Check (payable to IVGID) Cash CC **Amount Received:** _____

Reserve Sign (initials) _____ Entered in Beach Calendar (initials) _____

Contract Copied/Distributed (initials) _____ Parks (PRESTON)-Invite attendees (initials) _____

GROUP PICNIC AREA RENTAL APPLICATION

I/We hereby assume all responsibility for any physical damage to premises or liability incurred as a result of this function. It is understood that the Incline Village General Improvement District reserves the right to impose any requirements felt necessary after review of this application. Should IVGID believe that there is a potential danger to persons or property, or violation of local, state, and/or federal laws, or IVGID rules and regulations based on activities at a given function, then IVGID reserves the right to terminate the function immediately or while it is in progress. All fees must be paid for facility use up to the time of termination.

I/We understand that the person signing this contract will be on-site during the entire event. Should the person signing this contract not be on-site, IVGID shall assume that fraudulent use of Recreation Privileges has occurred. False or misleading information to attain picture pass rates at IVGID facilities will be grounds for voiding all recreation privileges issued against the parcel. IVGID reserves the right to pursue any other legal action. Number of guests limited to 100 guests on Fridays, Saturdays and Sundays at Burnt Cedar and Incline Beach, 100 at Preston Park, and 200 at beach sites Monday - Thursday with approval.

IVGID does not insure to the benefit of any parties utilizing the district facilities be it public liability or damage to the property. Further, although IVGID does not normally require insurance, it does reserves the right to require insurance for specific events. When insurance is not required, renters should understand that they're exposing themselves and/or their organization to significant risks by sponsoring event, and that those risks are significantly higher if alcohol is served. When insurance is required or provided, renters should ensure that coverage includes IVGID "additional insured" and that a "certificate of insurance" that arrives at the IVGID Administration Department not less than 30 days prior to be event.

Group Picnic Reservations do not support inflatable's (i.e. bounce house etc), livestock, and amplified sound or other attractions/entertainment. Additional permits are required.

- _____ Outside catering services on the IVGID approved list are permitted at IVGID's group picnic properties. Information about the approved catering services can be found by contacting IVGID's Food and Beverage Department at 775-832-1353.
Initials
- _____ A valid credit card number is required for all beach group picnic area reservations. I/We understand that as the Resident applicant are responsible for the IVGID beach entrance fees for all guests, and that this credit card will be charged if any outstanding balance remains following my reservation.
Initials
- _____ Proof of insurance at minimum \$500,000 with the Incline Village General Improvement District named as additionally insured is required for any inflatable, including but not limited to bounce houses and slides. Insurance certification must be provided with application.
Initials
- _____ A security deposit is required for many facility reservations. No fees will be refunded if the sheriff's department is called to the event.
Initials

The charges for facility rental will be paid at the time of booking. To be eligible for any Incline Village "Pass Holder" rental rates, the applicant must hold and provide staff with a valid IVGID Picture Pass, and be current in all recreation fees and assessments.

- _____ Should an event be canceled by the applicant more than 30 days prior to the scheduled date, all user fees paid will be refunded.
Initials
- _____ Should an applicant cancel the scheduled event within 30 days of the scheduled date, the applicant will forfeit 50% of the user fees.
Initials
- _____ Confirmation indicates the requested facility is available on the date requested. Confirmation does not guarantee facility availability, in the event that circumstances beyond IVGID's reasonable control prevent the facility's availability (i.e. weather, vandalism, and/or other factors).
Initials
- _____ IVGID reserves the right to terminate any function if an inflatable, livestock, amplified sound, or other unauthorized activity is used without permission.
Initials

Rental Policies: (A Facility Use Rules and Regulations document is available upon request.)

- _____ • Group use and weddings are by permit only. Weddings are to be informal gatherings with no setup of tables, chairs or floral displays.
Initials
- Amplified sound is not allowed.
- All cooking must be done in District supplied barbecue units and/or authorized privately-owned gas barbecue appliances.
- Use of privately-owned charcoal barbeque units is prohibited.
- **Glass containers of any kind are prohibited within the entire beach properties at all times.**
- **Electrical Outlets (power) is not provided**
- Beach Access is limited to valid IVGID Pass Holders with Beach Access and their guests.

It is further understood that should rates change after this application is submitted, but before the date applied for, prevailing rates at the time of the event will be applicable.

_____ I/We understand the facility and the grounds around the facility will be left clear of all debris and personal belongings.
Initials

PLEASE SIGNIFY YOUR UNDERSTANDING AND ACCEPTANCE OF THE ABOVE POLICIES BY SIGNING THE FRONT PORTION OF THIS FORM & INITIALING THE ABOVE STATEMENTS. THIS APPLICATION WILL NOT BE CONSIDERED OR APPROVED WITHOUT YOUR SIGNATURE.

GROUP PICNIC AREA RENTAL INFORMATION



Thank you for choosing to host your event at an IVGID Group Picnic site. Below is an overview of the inclusions of your rentals and the guidelines for using our facilities.

- The person who signed the contract must be on-site for the duration of the entire event.
- All catering must be approved by a representative from the Parks and Recreation department.
- Electrical outlets are NOT provided.
- Additional permits are required for inflatables (bounce houses etc), livestock, amplified sound, or other attractions / entertainment. IVGID reserves the right to terminate any function that does not obtain proper permissions and permits.
- All cooking must be done in District supplied barbecue units and/ or authorized privately-owned gas barbecue units
 - Use of privately-owned charcoal barbecue units is prohibited
- Glass containers of any kind are prohibited within beach properties
- Number of guests is limited to 100 people at Preston Park at all times, as well as at Incline Beach and Burnt Cedar Beach sites Fridays-Sundays (May-September).
- Number of guests is limited to 200 people at Incline Beach and Burnt Cedar Beach Sites Mondays – Thursdays
- The facility and grounds must be left clear of all debris and personal belongings.

Incline Village Parks & Recreation Department
980 Incline Way. Incline Village, NV 89451 / Ph 775.832.1310 / Fx 775.832.1380
parksandrec@ivgid.org www.yourtahoepace.com