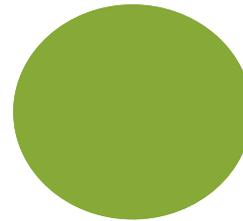
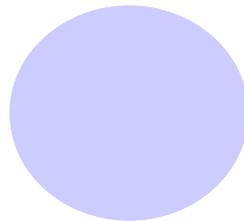


# CITY OF SAN RAMON PICNIC RESERVATION INFORMATION



## HOURS AND AVAILABILITY:

- Picnic Season: March 1 — October 31
- Picnic Reservation Times: 8:00am — 7:00pm
- Picnic Areas Available for Reservation:
  - Central Park
  - Athan Downs
  - Rancho San Ramon
  - Valley View Park
  - Hidden Valley Park
  - Ramona Park
  - Sports Park
  - Senior Center Park

\*\*Picnic reservations will not be accepted more than 90 days prior to the use date. Reservations can be made online or by appointment at the Community Centers.

## HOW DO I RESERVE?

- Picnic Areas can be reserved online at [www.SanRamonRecGuide.com](http://www.SanRamonRecGuide.com) or in person.
- To confirm a picnic reservation in person the following are required: submission of application, submission of payment, and completion of rental reservation contract. All rental fees are due at the time of booking.
  - Payments can be made by using cash, check (Payable to the *City of San Ramon*) or credit card (Visa, MasterCard, or American Express).
- A prospective renter may tour any of the City of San Ramon parks during open hours, respecting the privacy of individuals using those facilities.
- Phone-in, Mail-in or Fax-in Reservations will not be accepted for picnic reservations (Interested parties may check online or call our offices to inquire about availability).
- Picnic reservations may not be booked less five days prior to the event date.
- Contact the San Ramon Olympic Pool directly for all aquatic center picnic or pool rentals.

## WHO DO I CALL?

Main Rental Information Line: (925) 973-3333

Alcosta Senior & Community Center: (925) 973-3252

Amador Rancho Center: (925) 973-3332

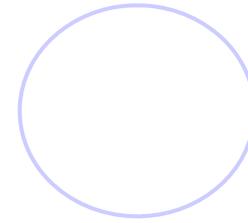
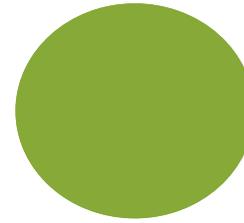
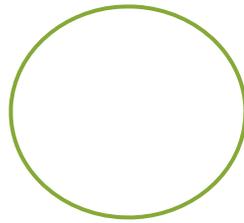
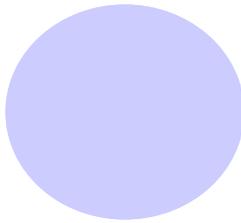
Dougherty Station Community Center: (925) 973-3351

San Ramon Community Center: (925) 973-3217

## WHAT IF I HAVE TO CANCEL?

- Reservations that are canceled may be subject to penalties. Upon receipt of cancellation notice, penalties if applicable, will be applied as follows:
  - Picnic areas: **No refunds or cancellations unless a rainout is declared**
  - Note: The City of San Ramon will determine rainouts during weather inclinations. If an event is rained out, a full refund can be requested or a credit will be issued for use scheduled during the same season (This does not apply for aquatic facilities.)
- If the City of San Ramon cancels or reschedules a previously scheduled event at a time, which is deemed unsatisfactory by the reserving group or individual, all rental fees paid will be refunded.

# PICNIC AREA RESERVATION RATES

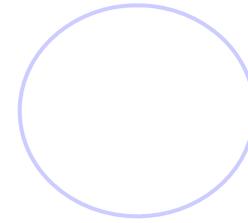
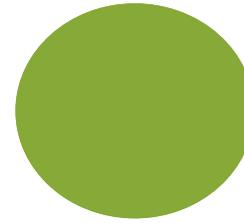
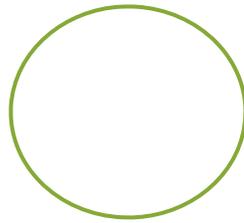
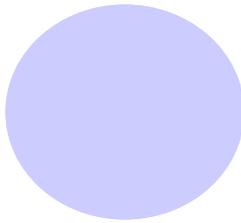


WHAT'S THE COST?			
Daily Rates	GROUP SIZE		
	1 – 50 All Parks	51 – 149 Central Park, Athan Downs, Sports Park, Rancho San Ramon	150 – 200 Central Park and Athan Downs
Co-Sponsored and Non-Profit**	\$54	\$131	\$152
Private Resident	\$103	\$200	\$298
Commercial Resident	\$145	\$264	\$492
Non-Resident*	\$190	\$329	\$492
<p>NOTE: All picnic areas are limited to 50 persons, with the exception of; Sports Park: accommodates up to 100 persons, Rancho San Ramon: accommodates up to 120 persons and Central Park/Athan Downs: accommodates up to 200 persons.  <b>Rancho San Ramon does not have any BBQ facilities onsite. All food would need to be prepared offsite and brought in.</b></p>			
<p>* Non-Residents are permitted to make reservations for use Monday—Friday only.</p>			
<p>** Must provide proof of 501(c)3 status and at least 51% of membership must be San Ramon residents.</p>			



# POLICIES AND USE RESTRICTIONS

3



San Ramon residents and businesses may reserve picnic areas any day of the week. Non-resident individuals and businesses may reserve picnic areas on weekdays only. Applicant must furnish proof of residency (current driver's license, business card ect.)

Reservations for picnic areas will not be accepted more than 90 days prior to use date. Reservations can be made online at [www.sanramonrecguide.com](http://www.sanramonrecguide.com) or by appointment at any of the Community Centers.

Picnic Reservations are limited to one reservation per day/per picnic area.

The renter must agree to take full responsibility for the behavior exhibited by his/her attendees, guests, staff and contractors.

Picnic tables are numbered for specific reservation designation. The renter will be provided a picnic sign denoting the reserved table numbers. It will be the responsibility of the renter to place the placard on the appropriate sign holder the night before or the morning of the picnic. Renter should remove placard following use of the area.

Neighborhood Parks and picnic areas are available on a drop-in basis only.

Alcoholic beverages are not permitted in City of San Ramon parks.

Smoking is prohibited in any City of San Ramon facility or park. *Ordinance: Section B6-73.*

The use of any trampoline, bungee jumping, or any other rebound tumbling device, including bounce houses, is not permitted in any Park.

Vehicles are not permitted to drive into the park. All vehicles must obey all parking codes.

Advertising or selling of any product or service is prohibited.

Barbecue coals or ashes may not be dumped in trash cans or on the ground.

Stakes longer than 6" may not be driven into any grassy, dirt, or sand areas. No stakes may be driven into any concrete or asphalt areas.

Any group utilizing audio equipment must have a full understanding of *Municipal Code B6-115: Amplified Sound.*

Activities, which encourage or require participants to climb trees or enter waterways, are not allowed. Skateboarding is restricted to the Skate Park.

Signage, posters, banners, etc. may not be attached to any existing park structure or facility including arches, walls, trash, light posts, and windows. Applicants and their guests may decorate their reserved areas only. Those using decorations are responsible for removal and proper disposal of decorations prior to leaving the area.

Food Trucks require an approved Permit. Permits are only issued in conjunction with a reservation.

Animals are to be on leashes at all times. Persons with dogs must have in their possession the capability to properly dispose of dog waste.

Patrons are responsible for personal property. City of San Ramon cannot be held liable for items left in or around any facilities or parks.

Play structures are not included as part of a picnic/rental. Water structures are not guaranteed to be running during picnics/rentals.

In the event that there are damages to the facility or its equipment as a result of the rental, the renter is responsible for all replacement costs for damages resulting from their use of the facility. The replacement costs and repairs will be assessed and contracted or repaired by the City of San Ramon.