



City of Encinitas

Commercial Use of Public Recreational Property

Dear Commercial Operator:

Section 6.14 of the Encinitas Municipal Code regulates commercial use or professional instruction on public recreational property. All Commercial Operators using public recreational property must obtain an annual permit, issued through the City's Parks and Recreation Department. Commercial Operators include but are not limited to: boot camps, fitness classes, day camps, yoga classes, nature camps or other similar activities. The annual permit is \$250 and good for the calendar year in which the permit is issued.

The purpose of the permit application process is to provide City staff an opportunity to review the Commercial Operator's proposed plan for its impacts to the general public's regular use and enjoyment of the facility as well as maintenance and operations. The proposed activities potential impacts to parking, other scheduled City programs and/or events, other scheduled field use, size of group, time of day, day of week, number of days and location; will also be evaluated on a case by case basis.

In addition to the application, Commercial Operators must submit a copy of the following: current Encinitas business registration, a \$1 million certificate of liability insurance listing the City as additionally insured and a participant waiver that indemnifies and holds harmless the City of Encinitas.

Should you plan on operating a business on City recreational property for the upcoming year, please complete the enclosed application and submit the items listed above, along with your \$250 permit application fee to the City of Encinitas, Parks and Recreation Department. Application submittal does not guarantee that you will be awarded a permit. Please contact Julie Gilliam at (760) 633-2744, should you have any questions or need additional information, regarding this program.



**CITY OF ENCINITAS
COMMERCIAL USE OF
PUBLIC RECREATIONAL PROPERTY
PERMIT APPLICATION**

OFFICE USE ONLY
DATE REC'D _____
REC'D BY: _____
NO. _____

APPLICANTS NAME: _____

ADDRESS: _____

EMAIL: _____ PHONE: _____

**FACILITIES ARE AVAILABLE FROM 5 AM to 10 PM.
CITY MAINTAINS FIRST RIGHT OF USAGE AND MAY ALTER TERMS AND/OR
CONDITIONS OF THE PERMIT AT ANY TIME.**

SITE LOCATION: _____

USE TYPE _____
DAY(S) & TIMES _____
CLASS SIZE _____

ACTIVITY DESCRIPTION: _____

THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

1. Current Encinitas Business Registration
2. Certificate of Insurance and Additional Insured Endorsement Page listing the City of Encinitas as Additional Insured (General Liability Insurance - \$1 million, Each Occurrence - \$1 million)
3. Participant Waiver to include Applicant and City
4. \$250.00 Application Fee

THE APPLICANT DECLARES THAT HE/SHE IS A DESIGNATED REPRESENTATIVE OF THE ORGANIZATION AND HAS THE AUTHORIZATION TO APPLY FOR THIS PERMIT ON BEHALF OF THE ORGANIZATION. THE APPLICANT UNDERSTANDS THAT SUBMISSION OF THIS APPLICATION AUTHORIZES THE CITY TO CONDUCT A POLICE BACKGROUND INVESTIGATION OF THE APPLICANT AND INDIVIDUALS INVOLVED IN THE EVENT. THE UNDERSIGNED DECLARES UNDER THE PENALTY OF PERJURY THAT THE INFORMATION PRESENTED ABOVE, INCLUDING ATTACHMENTS, IS TRUE AND CORRECT. **SUBMITTAL OF APPLICATION DOES NOT CONSTITUTE OR GUARANTEE APPROVAL.**

APPLICANT AGREES THESE ARE PUBLIC FACILITIES AND A SPECIAL PERMIT DOES NOT GUARANTEE THE EXCLUSIVE USE OF A PARTICULAR AREA OR CONDITION OF THE FACILITY. PERMIT ONLY AUTHORIZES A LEGAL GATHERING AT THE FACILITY.

Printed Name

Signature

Date

PLEASE CHECK THIS BOX IF YOU ARE INTERESTED IN INCLUDING YOUR CLASS AS A CITY RECREATIONAL PROGRAM.