

Clement Park Rental Application Grant Family Amphitheater



ORGANIZATION OR FAMILY NAME _____ GROUP SIZE _____

APPLICANT'S NAME _____ COUNTY _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

HOME PHONE # _____ CELL # _____ WORK # _____ FAX # _____

EMAIL ADDRESS _____

DATE OF EVENT _____ DAY OF WEEK _____ ESTIMATED ATTENDEES: STAFF/VOLUNTEERS _____ SPECTATORS _____

START TIME _____ a.m. / _____ p.m. (including set up) END TIME _____ a.m. / _____ p.m. (including break down & clean up)

Application is for Grant Family Amphitheater at Clement Park rental **ONLY**. Field, Court Use, and Amusement Device Permits must be obtained separately; forms may be requested through Front Desk Staff. **Fees are payable IN FULL at the time of rental confirmation. All fees are NON-REFUNDABLE.** Rescheduling your reservation requires a processing fee of \$25.00 for Clement Park and must be done a minimum of 10 business days prior to your original date. **NO REFUNDS WILL BE GIVEN FOR INCLEMENT WEATHER.**

- **Liability Waiver:** By registering in our programs/classes and/or reserving/renting facility spaces/amenities, the applicant on his or her behalf (and, if applicable, on the behalf of the minor child or children registered the said child(ren)'s legal representative), hereby releases and agrees to indemnify and hold harmless the Foothills Park & Recreation District and its representatives and agents from all claims or liability for damages and/or injuries incurred by me and such minor child(ren), in connection with any District event or activity.
- **Hold Harmless:** I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS OF HARM OR INJURY, both known and unknown, and including all risks to my health associated with any communicable disease or community health risk, of my participation in any individual, group or team program or activity, and assume full responsibility for my participation. And further agree to follow any or all local, county or state rules/orders related to community health risks or communicable disease.
- **Firearms:** Open and concealed carrying of firearms is PROHIBITED at all Foothills Park & Recreation District facilities, parks, trails and golf courses.
- **Americans with Disabilities Act Accommodation Request:** Foothills Park & Recreation District strives toward providing inclusive programs to all community members. People of all abilities are invited to consider registering for any recreational program Foothills Park & Recreation has to offer provided they meet the minimum eligibility requirements. To request an accommodation please allow 10 business days prior to the start of the class/activity. Please contact the Programmer/Supervisor of the selected activity. For more information on equal opportunity, diversity and ADA compliance, please contact Human Resources at 303-409-2118.
- I have read and will abide by the "Rental Agreement, Policies & Procedures" as provided on Page 2 of this document and agree to share this information with, and be responsible for, other people helping to plan or attend our special event, which have been distributed with this Application.
- **Alcohol is permitted ONLY in can or keg form.** No glass bottles. An "Open Container Permit Application" must be submitted and approved prior to serving alcohol at your event.
- In the event any alcohol is served during the event at District facilities, the undersigned expressly acknowledges that the aforementioned indemnification and hold harmless shall apply to all potential claims, loss, damage, or liability resulting from the distribution or consumption of alcohol and assumes the risk association with same.

Applicant accepts the amphitheater facility in its existing condition and acknowledges that such condition is satisfactory for the needs of the applicant and agrees to vacate the facility in the accepted existing condition, ordinary wear and tear is expected.

The District may inspect the facility to determine such condition and applicant agrees to pay for any clean up or damage incurred to the facility during the term of the rental.

As a representative of _____, I ensure that the behavior of the group listed below shall not in any way violate the "Rental Agreement, Policies & Procedures" set forth by the Foothills Park & Recreation District, the laws or the State of Colorado and where applicable, rules and regulations set forth by Unincorporated Jefferson County and/or Jefferson County Open Space.

FEES, PAYMENT & RESERVATIONS

- To reserve date(s), this form must be completed and signed. **A \$100.00 deposit (per date) will hold your reservation(s).**
 - Remaining payment is due **BEFORE OR ON 60 DAYS PRIOR** to the event date. No refunds if reservation is cancelled within 60 days of event.
 - Reservations made **LESS THAN 60 days** of event date, full payment is required to hold reservation and payment is non-refundable.
- \$155 per hour (Foothills District Resident) \$170 per hour (Jefferson County Resident) \$190 per hour (Non-County Resident)**

APPLICATION NOT VALID FOR CONSIDERATION UNLESS SIGNED

As the applicant, I hereby agree to comply with all of the Clement Park rules and regulations and all relevant federal, state and local laws, ordinances and by the terms set forth in this application and on the permit. I understand that all fees are non-refundable.

SIGNATURE OF APPLICANT _____ DATE _____

Payment by Credit Card can be accepted over the phone by calling (303) 409-2600.

STAFF USE ONLY	
FEES: Total Due \$ _____	Deposit Date: _____
Balance: _____	Balance Due: _____ Date Paid: _____
Check #: _____	Credit Card: _____

**FOR ADDITIONAL
INFORMATION CALL:
Clement Park Front Desk
303-409-2600**

REV JUNE 2021

Rental Agreement, Policies & Procedures Grant Family Amphitheater at Clement Park



Please initial **ONE** of the following:

Initials: _____ **ORGANIZATION RENTAL:** I understand that I will need to provide the Foothills Park & Recreation District with a certificate of liability insurance for a minimum of \$ 1,000,000 that additionally insures the Foothills Park & Recreation District, its' officers, officials, and employees and must be contained within document with a 30 day cancellation period. Proof of insurance must be provided to the Kevin Brown a minimum of 31 days before the event.

Initials: _____ **GENERAL RENTAL:** I hereby release and agree to hold harmless the Foothills Park & Recreation District and its representatives and agents from all claims of liability for damages and/or injuries incurred in connection with any event or activity.

Read and initial each item indicating that you understand the policies and procedures.

Initials: _____ **1.** I understand the fees and when payment is required as outlined on page 1.

Initials: _____ **2.** Caterer Policy: The permit holder is responsible for notifying caterer of all park rules and regulations. User is accountable for any violations and /or damages caused by caterer group.

Initials: _____ **3. The following items are NOT covered or included under this contract and they require additional special permits:** dunk tanks, air castles/moon walks, carnival rides/game booths, tents/canopies, volleyball courts, playing fields, park shelters and concessions. This is not a complete list of items, but of the most commonly requested that are not included in rental of the amphitheater. For prices on additional items/uses, please call 303-409-2600. I understand that I may be required by Foothills to rent surrounding park shelters and fields due to the size and scope of my event.

Initials: _____ **4.** I have reviewed the **Banner Policy Document**. I understand that signs, banners, party decorations and canopies **may not be attached** to trees, shelters, light fixtures, or any other park structures. Banners may only be hung from the pillars on the sides of the Amphitheater. **Blocking or closing off** areas including the 1.4 mile course around the lake, sidewalks, parking lots, paths and roadways **is not permitted**.

Initials: _____ **5.** I understand that vehicular access to park areas/sites beyond the curbs or designated parking lots is restricted. Unloading and loading equipment near site requires advanced permission and coordination with Foothills. **Parking in the Columbine Library Parking Lot is PROHIBITED! Please notify your event staff, volunteers and participants.**

Initials: _____ **6.** I understand that trash will be disposed in trash barrels or dumpsters. Grease and coals must be disposed off-site and not in dumpsters or on the grass. These materials damage the grass and other vegetation.

Initials: _____ **7.** I have reviewed the **Technical Specifications and Abilities of Theater Document** and understand that all other equipment needed will be provided by the permit holder.

Initials: _____ **8.** I understand that the Foothills Park & Recreation District site supervisor will be the sole authority to decide if the volume is to be considered too excessive and the permit holder will adjust accordingly.

Initials: _____ **9.** I understand that the permit holder will be held **financially responsible** for damages, repairs and restoration to include but not limited to new sod, over seeding, aeration, plant and tree replacement, structural damage, irrigation system, litter pickup and power washing of hard surfaces.

Initials: _____ **10.** I understand that if deemed necessary by the Foothills Park & Recreation District that I am responsible for providing an **adequate number of portable toilets/dumpsters/hand sinks/trash receptacles**. Existing park facilities may not be used in place of or to supplement requirement.

Initials: _____ **11.** I understand that if deemed necessary by the Foothills Park & Recreation District that the event requires **site security** then I will provide the number of Jefferson County Sheriffs or private security officers determined by the scope of the event and the Foothills Park & Recreation District.

Initials: _____ **12.** ALL amplified sound MUST be turned off by 9:00 p.m.

Grant Family Amphitheater at Robert F. Clement Park 7306 W. Bowles Ave., Littleton, CO 80123



TECHNICAL SPECIFICATIONS AND ABILITIES OF THEATER

This document is to assist in the planning of events at the Grant Amphitheater. All vendors, sound, lighting, promoters, etc. shall plan to conform to the amphitheater's abilities. No alterations of wiring, staging, lighting, etc. will be allowed. Neither Clement Park nor Foothills Park & Recreation District will provide any type of wiring conversion equipment, extension cords, additional lighting, generators, sound or electrical equipment.

LIGHTING

The theater **does not have** any performance lighting. There are two halogen security lights above the stage. There is a grid light rack above the stage area that is sixteen (16) feet above the stage.

SOUND

The theater **does not have** any type of sound system/speakers/P.A. or mixing equipment. A cement pad for mixing sound is located in the lawn approximately 30 feet away from the stage.

ELECTRICAL

- The theater is equipped with three (3) outlets on the back wall of the stage.

STAGE SIZE

The stage size is approximately 50 feet wide and 25 feet deep, and sits 3 feet high from the lawn.

AUDIENCE SIZE

Audience sizes of approximately 2,000 people a maximum of with 5000 can be seated on the lawn with good viewing.

PARKING

Parking is always at a premium at Clement Park, especially on weekends. **EVENT VEHICLES AND SPECTATOR VEHICLES ARE NOT ALLOWED TO PARK AT THE COLUMBINE LIBRARY.** There is space at the theater for parking of support vehicles not to exceed one (1) ton type truck and two (2) passenger vehicles. **NO VEHICLES ARE ALLOWED ON TURF AREAS AT ANY TIME.**

LOADING/UNLOADING

Access the park via Long Drive off of Bowles on the north side of the park. There is a handicap ramp access on the backside of the theater that opens to stage right. There are also two (2) staircases on the front sides of the stage, and one(1) staircase on the back corner of stage left.

DRESSING ROOMS/RESTROOMS

The theater **does not have** dressing rooms or restroom facilities. The utility room can be used for staging or changing if prior arrangements with Clement Park staff have been made, however there is minimal privacy. A restroom facility exists approximately 200 feet due east of the amphitheater near the parking lot/playground.