

PARK RESERVATION FORM

MILL CREEK PARK

Welcome to Mill Creek Park. All reservations are booked in advance, and payment must be made at the same time reservations are made. Reservations may be made in person or by mail.

Cash will not be accepted. You may pay by check or money order only, please submit two checks one for the rental fee and one for the deposit. Make checks payable to Tehama County.

- **Deposits:** Must be paid at least 10 days but no more than 3 months prior to your event.
(Deposits paid more than three months prior to the event need to be dated for the event date.)
- Read all documents in the packet.
- Complete and sign all forms in this packet where indicated.
- Return the signed forms with your payment to Tehama County Administration at least two (2) weeks before your planned event. Your reservation is not confirmed until payment is received.
- *Reservation will only be made to adults 21 years of age or older.*

RESERVATION DATE: _____	TIME: From _____ To _____ <small>(The Park Closes at 11:00 p.m.)</small>
TYPE OF EVENT _____ <small>(picnic, birthday party, wedding, etc.)</small>	

Name: _____ Phone: _____
Address: _____ City: _____ State: _____ Zip: _____

Please place a check in the first column below to indicate the area you wish to reserve and any additional items that may apply.

X	No. of People in Group	COST	PAID
	1-25 (Minimum)	\$ 15.00	
	26-50	\$ 25.00	
	51-70	\$ 35.00	
	71-100	\$ 50.00	
	101-150	\$ 75.00	
	151-200	\$ 100.00	
	201-250	\$ 125.00	
	251-300	\$ 150.00	
	301-500	\$ 250.00	
	501-750	\$ 375.00	
	Ball Fields Per Hour	\$ 7.00	
	Softball Lights Per Hour	\$ 5.00	
	Picnic Area Electricity	\$ 10.00	
	Fees:		
	Cleaning / Damage Deposit:	\$ 100.00	
	Total:		

X	Rental Area
	Barbecue
	East Circle (ADA Access)
	West Picnic
	Play Court (ADA Access)

FOR OFFICE USE ONLY--PLEASE DO NOT WRITE BELOW			
	Rental Fees	Deposit	Return of Deposit
Amount Pd	\$	\$	Check one: <input type="checkbox"/> Mail <input type="checkbox"/> In Person
Receipt #			Date: _____ Ck #: _____
Check #			
Date Rec'd:		By: _____	

DISTRIBUTION

Original-Parks & Rec

Copy 1 - Renter

Copy 2 - Caretaker

Copy 3 - Park Treasurer

County of Tehama Parks Reservations
727 Oak Street, Room #202, Red Bluff, CA 96080
Reservation Line: (530) 528-1111 Fax: (530) 527-3764
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday



PARK RULES & DEPOSIT REFUND POLICY

Mill Creek Park

24670 Tehama Vina Road, Los Molinos, CA 96055

PARK RULES

1. **NO overnight camping.**
2. **NO vehicles are allowed on the lawn. Driving on the lawn by anyone in your party is an automatic forfeiture of your deposit.**
3. **NO glass containers are allowed.**
4. **NO firearms are allowed.**
5. **NO diving or swimming from the boat launch area.**
6. **NO burning of trash in the barbecue grills.**
7. **NO inflatable bounce houses, water slides, trampolines or similar equipment is allowed.**
8. **Trash must be placed in trash cans.**
9. **The speed limit in the Park is 10 mph.**
10. **Dogs are allowed only when on a leash.**
11. **NO loud music. If you or your guest(s) are unruly or if your music is so loud that it disturbs other Park patrons or the Caretaker, THE SHERIFF WILL BE CALLED and you will lose your deposit.**

DEPOSIT REFUND POLICY

The Caretaker will inspect the Park the day after your event and will notify the Parks Reservations Office of any violation(s) of the Park rules.

1. The area you have reserved must be left clean. Please inspect your area to ensure all trash has been removed from the area or placed in trash cans.
2. The area you reserved must be left in good condition. The cost to repair any damage to your area (picnic tables, barbecues, etc.) will be deducted from your deposit.
3. If the Sheriff's Office has been called out to the Park because of loud music or unruly guest(s), your deposit will not be returned.

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- *I have read both the Park Rules and Deposit Refund Policy, above, and understand them.*
 - *I understand that I am reserving a specific area of the Park only and that the Park cannot be closed to others during my event.*

Signature

Date

HOLD HARMLESS AGREEMENT

AS REGARDS THE FOLLOWING:

PLANNED EVENT OR ACTIVITY: _____

DATE OF PLANNED EVENT OR ACTIVITY: _____

NAME OF COUNTY PARK: _____

CONE GROVE PARK • GERBER PARK • MILL CREEK PARK • NOLAND PARK
RIDGEWAY PARK • RIVER PARK (AT WOODSON BRIDGE) • SIMPSON-FINNELL PARK

I, THE UNDERSIGNED, SHALL HOLD HARMLESS AND INDEMNIFY TEHAMA COUNTY, ITS ELECTED OFFICIALS, OFFICERS AND EMPLOYEES AGAINST ALL CLAIMS, SUITS, ACTIONS, COSTS, COUNSEL FEES, EXPENSES, DAMAGES, JUDGMENTS OR DECREES BY REASON OF ANY PERSON'S OR PERSONS' BODILY INJURY, INCLUDING DEATH, OR PROPERTY BEING DAMAGED BY ANY PERSON IN ANY CAPACITY THROUGHOUT THE DURATION OF THE EVENT, WHETHER BY NEGLIGENCE OR OTHERWISE.

(PLEASE PRINT LEGIBLY)

EVENT HOLDER / SPONSOR: _____

ADDRESS: _____

PHONE #: _____

SIGNATURE OF EVENT HOLDER OR SPONSOR'S AUTHORIZED REPRESENTATIVE

DATE

COUNTY OF TEHAMA ADMINISTRATION
727 OAK STREET, RM #202, RED BLUFF, CA 96080
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