PARK USE PERMIT APPLICATION
(Wedding Ceremony)

City of San Diego/Park & Recreation – Developed Regional Parks Division Permit Center
2125 Park Boulevard, San Diego, CA 92101
Phone (619) 235-1169   Fax (619) 235-1197
Monday thru Friday from 8:00 a.m. to 4:00 p.m.

Permittee   _____

Address   _____

City, State: _____ Zip Code _____

Telephone No. _____ Email Address _____

Day of Event Contact _____ Cell _____

Event Organizer - ☐ No ☐ Yes   Name of Organizer_____

Written authorization submitted on the Permitte's letterhead stationery is required, which authorizes event organizer to apply for PUP on their behalf. Event organizer is prohibited to submit Park Use Permit application without providing this written authorization.

Requested Event Date _____   **Number of People**: _____

Shoreline Parks:	___ Calument Park	___Cuvier Park	___E.B. Scripps
Sunset Cliffs:	___ Ladera St	___Luscombs Pt	___Osprey Pt
	___Windansea		
**Balboa Gardens	___Admin courtyard	___Alcazar Garden	___Redwood Circle
	___Rose Gardem	___Zoro Garden	
Presidio Park:	___Padre Cross	___Palm Canyon	___The Arbor

Other: _____

Time Frame: (4 Hour maximum time period)   Ceremony start time: _____(am/pm)

   Set Up: _____(am/pm)   Clean Up:_____(am/pm)

Equipment Set Up: Chairs #_____   Archway #_____   Canopy #_____
Certain types of equipment may adversely affect the turf in the parks, please describe the type and amount of equipment to be used at your event (i.e. tables, chairs, archways, etc.) If it is determined that there will be an adverse effect, you will be notified.

*(**A maximum of 20 chairs is allowed for set-up in Balboa Park Gardens)*

Application must be completed and received by this office **at least** 15 Calendar Days in advance for a "Standard" Permit and 30 Calendar days for a permit with special requirements. If this event is canceled, notice must be given to this office at 619-235-1169.

"I understand and agree by applying for this permit that I am responsible for the conduct of the attendees, and that any violation of the rules and condition of issuance of the permit by any attendee may result in the immediate cancellation of this permit, once issued, by any public officer or police officer of the City of San Diego. I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and thereof agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of San Diego. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request."

_____   _____ _____
(Print Name)   (Signature)   (Date)
Revised 10/27/09