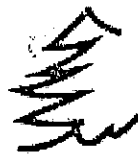


SPECIAL EVENT PERMIT

E-mail: parkinfo@prk.sccgov.org
www.parkhere.org



SANTA CLARA COUNTY PARKS
RECREATION DEPARTMENT
GO OUTSIDE AND PLAY

Park/Area: HELLYER LA RAZA + DISC GOLF AREA		Date(s) of Event OCTOBER 22+23, 2005	
Type of Event: DISC GOLF MONTHLY TOURNAMENT		(S) M T W Th F (S)	
Attendance Total: 80 ISH		Event Times	
Participants: 72	Spectators: 1525	Youth (under 18):	Start: 8AM End: SUNSET

Normal park hours are 8:00 am to sunset. Please indicate if your event requires early set-up or extended park hours:

APPLICANT		Permit No. P358
Name: JIM CHALLAS		- FOR OFFICE USE ONLY -
Organization: SILICON VALLEY DISC GOLF CLUB		Park Ranger Supervisor
Address: 3880 S. BASCOM AVE. #115		KEN SILVEIRA
City: SAN JOSE	State: CA	Zip: 95124
Senior Park Ranger		
Day Phone: (408) 371-3900 #17	Home: (408) 979-9665	GEOFF SEWELL
Fax: (408) 559-8972	Cell: (408) 802-1074	Ph: 408-225-0225
E-mail: jim@scvmtg.com	Fax:	

SPECIAL EVENT FEES (FOR OFFICE USE ONLY)	
Pre-Event Fees	
Special Event Permit Fee	\$ 120.00
Group Picnic Area Fee La Raza Res # 24825	\$ 336.00
Other (as specified)	\$
Pre-event Fee Total	\$ 456.00
Post Event Fees	
Entry Fee / Admissions	\$
Food _____ Beverage _____ Merchandise _____ Service/Lessons _____	\$
Other (Please specify)	\$
Total Gross Income	\$
Percentage of Gross Income Payable to County (____ 15% for profit, ____ 10% non-profit, ____ 5% benefiting youth, senior citizens, persons with disabilities)	\$
Event Total	\$

PERMIT NOT VALID UNTIL SIGNED BY PERMITTEE AND COUNTY
 Agreement to Abide by Rules and Regulations

I/We agree to abide rules, regulations, and conditions adopted by the Santa Clara County Board of Supervisors as set forth in the County Ordinance Code, Division B14, and I/we understand that permission for use of park facilities is contingent upon compliance with these rules and regulations.

I, as the official representative of the organization listed above, accept on behalf of all the members of the organization, the entire Save Harmless and Indemnification Agreement (top of page 2) and Agreement to Abide by Rules and Regulations as worded in this permit.

Signature of Authorized Representative: *Jim Challas* Date: 9.20.2005
 County Approval: _____ Date: _____

Save Harmless and Indemnification Agreement

I/we SILICON VALLEY DISC GOLF CLUB

by acceptance of this Special Event Permit, expressly understand and agree that I/we shall indemnify and hold the County of Santa Clara harmless against any and all loss, damage, and/or liability which may be suffered or incurred by the County of Santa Clara and against any and all claims, demands, and causes of action that may be brought against the County of Santa Clara caused by, or arising out of, or in any way connected with the use and/or occupancy of said lands of COUNTY, except those losses, damages, liability, claims, demands, and causes of actions caused by the active negligence of COUNTY. In the event of active negligence by the County of Santa Clara, it is not intended that such negligence will preempt contribution where I/we would otherwise be responsible under this provision.

CLASSIFICATION INFORMATION & PROVISIONS

Are you a non-profit organization? Yes No

If yes, you must provide a "Status Print Out" to evidence your Federal or State tax exempt status. This may be obtained by writing the Secretary of State, 1230 J Street, Sacramento, California 95814, Attention Corporate Status.

Non-profit identification number: 77-0495181

Will an entry fee be charged? Yes No

If yes, for profit Permittees shall pay County fifteen percent (15%) of gross receipts, non-profit organizations with Federal or State tax exempt status shall pay the County ten percent (10%) of gross receipts, and non-profits who are organized for the purpose of assisting youths, senior citizens or persons with disabilities shall pay the County five percent (5%) of gross receipts. (These amounts must be paid within 10 working days of your event. This fee does not apply to pledges or agency donations.)

Will food and beverage be sold? Yes No

If yes, a copy of your Santa Clara County Health Department (299-6060) food Permit must be attached and Permittee must pay County the applicable percentage of gross receipts. Permittee shall charge prices comparable to prevailing market prices.

Will alcohol be sold? Yes No

If yes, a copy of your liquor license from the Alcoholic and Beverage Control Department, State Of California (277-1200) must be attached, together with a letter of authorization from the applicable City Police Department, and Permittee must pay County the applicable percentage of gross receipts. Permittee must post Proposition 65 signs regarding the potential health risks associated with alcoholic beverages. No person under the age of 21 may purchase or consume alcohol at the event in violation of Section 25658 of the California Business and Professions Code. Non-alcoholic and alcoholic beverages shall be served in distinctly different cups. The event shall not encourage the over-consumption of alcohol as the main focus of activity such as self-service or open bars, drink contests, or multiple drinks for one price. The event, if longer than two hours, shall stop serving alcoholic beverages a minimum of thirty (30) minutes before the close of the event.

Will merchandise be sold? Yes No

If yes, a copy of your Temporary Sellers Permit from the State Board of Equalization (277-1231) must be attached and Permittee must pay County the applicable percentage of gross receipts.

Will motor vehicles be on trails? Yes No

If yes, prior approval must be obtained from the Senior Park Ranger to accommodate the use of motor vehicles on the trails before, during or after the event.

Will event use public streets? Yes No

If yes, a copy of your Encroachment Permit from Roads & Airports (299-2198) must be attached.

Publicity/Promotions? Yes No

Permittee agrees that any publicity or promotional materials shall reference or list the site as "a facility of the County of Santa Clara Regional Parks and Recreation System".

Will event involve fueling? Yes No

If yes, a copy of your Permit from the County Fire Marshall (299-3805) must be attached.

Amplified sound desired? Yes No

If yes, a copy of your applicable City amplified sound Permit must be attached. However, you may not use, or permit the use upon the Site of any public address equipment, television equipment, radio, loudspeaker or other equipment or device producing noises that can be heard outside the Site so as to impair the General Public enjoyment of the Park as determined at the sole discretion of the Senior Park Ranger. All wires and cords shall be taped down to prevent tripping.

Generator desired? Yes No

If yes, all generators shall be equipped with a fire extinguisher and spark arrestors.

GENERAL PROVISIONS

- Map & Written Description** A detailed written description and map of your event must accompany your completed application to be considered.
- Pre-Event Meeting** As a condition of your permit it is your responsibility to contact the Senior Park Ranger for the park(s) your event will be held at least two (2) weeks prior to the event date to discuss event logistics and/or any special needs. Your event is subject to cancellation if this meeting is not held prior to the event.
- Cancellation** Your event/race may be cancelled by the Parks Department due to wet trail conditions or measurable rainfall within seven days of the event. The Senior Park Ranger or Department delegate following inspection at his/her sole discretion will make the determination. Permittee is responsible for advising all participants of the cancellation policy. NOTE: In the event of cancellation by the Department due to rain the Department will reschedule or refund fees paid (minus the \$6.00 non-refundable group area reservation fee if applicable) at Permittee's request.
- County Property** This Permit is for County property only and shall not be construed as authorization for use of adjacent private or other public property, or any other area for which a separate Permit may be required. Permittee shall be responsible for obtaining all necessary Permits, whether federal, state, municipal, or other governmental or private entity. Permit is not transferable or assignable.
- Damages** Permittee agrees to assume full responsibility for any and all damages caused by your activities under this Special Event Permit. Permittee shall cause any and all damages, including but not limited to environmental impacts, plant and/or animal habitats, biologic, cultural, geologic, scenic, historical and/or archeological resources, and recreational amenities, to be mitigated or restored to a condition as good or better than that which existed prior to such damage except damages caused by the active negligence by the County of Santa Clara. In the event of active negligence by the COUNTY, and where you share responsibility for that damage, Permittee shall be responsible for the proportion of damages sustained by the COUNTY which were caused by Permittee. A Performance Bond may be required.
- Emergency Plan** Permittee shall have total responsibility for implementing an emergency plan, and for designing the event site plan, or course layout, and installing all necessary equipment, and shall take all necessary steps to ensure that the event is properly supervised and staffed to prevent injury to participants, spectators and park users. An ambulance may be required for some events.
- Event Contacts** Names and telephone numbers of two (2) responsible persons will be furnished to the County prior to the event. Permittee shall have an easily recognizable supervisory representative available for contact at the event at all times during the event day.
- Gross Receipts** The term "gross receipts" shall mean the total of all money, cash receipts or other things of value, including but not limited to: gross charges, sales, rentals, admission, entry or other fees and commissions made or earned by Permittee (including non-refundable deposits), whether collected or accrued from any business use or occupation, or any combination thereof, originating, transacted, or performed in whole or in part, on the Park site. Gross receipts shall exclude sales and use taxes, consumers' excise taxes and other similar taxes currently imposed on the sale of goods and services paid directly to the imposing agency by the Permittee.
- Insurance** Permittee shall maintain in full force and effect comprehensive automobile and general liability insurance covering bodily and personal injury and property damage, and being evidenced by a certificate of insurance listing the County of Santa Clara, and members of the Board of Supervisors of the County of Santa Clara and the officers agents and employees of the County of Santa Clara individually and collectively as the additional insured. Limits shall be in an amount of not less than \$1,000,000 per occurrence with a \$2,000,000 general aggregate. Such coverage shall apply as primary insurance. Any other insurance maintained by County of Santa Clara, its officers, agents and employees, shall be excess only and not contributing with insurance provided under said policy. Such insurance policies shall not be canceled or materially changed without thirty (30) days advance written notice to the County of Santa Clara at the address shown above. Permittee shall maintain in full force and effect a policy of Worker's Compensation Insurance covering all of its employees. Permittee shall prevent participation in the event by persons who are not covered by the insurance required hereunder.
- Maintenance** County will provide its normal maintenance of the site in accordance with the same standards applied to other County sites. During the event the facilities are to be maintained by the Permittee, free of litter and refuse, and shall be left in a litter free condition.
- Parking** If the ratio of total attendance to parking spaces exceeds 3.5 people per parking space available, then Permittee shall provide for off-site parking and shuttle service to ensure that emergency access to local

residents and emergency vehicles is available at all times. A list of off-site parking areas and vehicles to be used will be provided to County and applicable City Police Department. For coordinating events with light rail and bus operations you may contact the Santa Clara County Transit Marketing Dept. at (408-321-7507).

Permit On Site	This Permit shall be kept at the event site and must be shown to any authorized representative of the County of Santa Clara or any law enforcement officer upon demand.
Restrooms	If the total attendance exceeds the capacity of the group area(s), the Permittee shall provide a minimum of one (1) portable restroom for every 100 people over capacity for a five (5) hour non-alcoholic event, one of which must accommodate persons with disabilities. Alcoholic events require an additional fifteen (15%) capacity.
Revocation	In the event, after warning by County personnel, Permittee continues to fail to perform any requirement of this Permit, County reserves the right to revoke this Permit by notice to Permittee's Event Contact, whereupon Permittee shall immediately terminate the event and cause all participants to promptly remove any equipment or other personal property owned by participants.
Safety/Security	Permittee shall provide all necessary security at the event to ensure a safe environment for event participants and the general public. A single RV may be used for overnight security, staffed with a maximum of 4 people and with a cellular, or other, phone for emergency communication.
Signs	Advance signing shall be posted to announce the date and time of the event and to offer an information telephone number. Signs are to be approved by the Park Use Coordinator or Senior Park Ranger prior to placement. No signs or other items may be nailed or tacked to trees or other vegetation.
Special Services	Any special services required of park staff, such as traffic control, clean-up, or after hours work, shall be paid to County at a rate of forty-five dollars (\$45) per hour, per person as determined by the Park Use Coordinator.
Vehicle Entry Fee	Daily vehicle entry fee is five dollars (\$5.00). Daily charter bus fee is twenty-five dollars (\$25.00). Vehicle entry fees do not apply to school buses.
Waiver	If required, all participants shall sign a Waiver holding the County of Santa Clara harmless.

COMPETITIVE EVENTS

EQUESTRIAN EVENTS:

- Submit a plan for clean-up and disposal of animal waste.
- Submit a plan for disposal of veterinary supplies (in particular needles and medication vials).
- Don't forget to have an emergency plan for both humans and equines.

MOUNTAIN BIKE AND MOTORCYCLE EVENTS:

- An ambulance (minimum basic life support) must be on site for the duration of the event.
- Changing and washing facilities required for participants.

RUNNING/WALKING EVENTS:

- Aid stations are required at the start/finish and at least every five (5) kilometers. If the race is 5 kilometers or shorter there must be water and aid available at the start/finish.
- Runs 10 kilometers or less in length must provide someone currently certified in Basic First Aid and CPR.
- An EMT, paramedic or an ambulance must be at the start/finish if the race is longer than 10 kilometers.

There may be additional requirements for your Special Event Permit. Please contact the Park Use Coordinator for more information.



SPECIAL EVENT SUPPLEMENTAL QUESTIONNAIRE

EVENT: DISC GOLF MONTHLY TOURNAMENT DATE: 10.22.05 / 10.23.05 PARK: LA RAZA @ HELLER

Please complete this questionnaire and submit with your Special Event Permit application.

1. Describe your event, including its primary intent, related activities, and estimated attendance.

MONTHLY DISC GOLF TOURNAMENT FOR AMATEURS
+ PRIZE MONEY PLAYERS (PRIZE MONEY IS FROM PLAYER
ENTRY FEES); SET UP TEMPORARY 9 HOLE DISC GOLF
COURSE; UP TO 72 PLAYERS + MAYBE SOME
SPECTATORS

2. In the event of an emergency or natural disaster describe your response plan, including medical care, park evacuation of your group, and training and equipment for event staff.

CELL PHONES WOULD BE USED TO CONTACT
PARK RANGERS OR EMERGENCY PERSONNEL
PARTICIPANTS WOULD BE DIRECTED TO
COTYOTE ROAD FOR EVACUATION

3. What type of emergency communications will you use to contact park staff? Who will be the primary on-site contact person(s) for the event and how may they be contacted in the event of an emergency?

CELL PHONE FOR JIM CHALLAS (408) 802-1074
CELL PHONE FOR BILL SHERMAN (408) 802-0623

4. If your parking needs exceed park capacity, describe any plans for off-site parking, parking control and shuttle service.

PARKING NEEDS WILL NOT EXCEED CAPACITY

SILICON VALLEY DISC GOLF CLUB

LA RAZA GROUP AREA

HELLYER PARK

SAN JOSE, CA

The Silicon Valley Disc Golf Club will be hosting a disc golf tournament at the La Raza Group Area in Hellyer Park, San Jose on Saturday, October 22 and Sunday October 23, 2005. There will be 9 temporary baskets or "holes" and 9 temporary "tee areas" set up for tournament play. Participants will pay either \$15.00 (amateurs) or \$25.00 (prize money players) entry fee with \$10.00 of each of those entry fees going to the Club for LaRaza rental and course development purposes (donation to the Club).

Up to 72 participants will play 2 rounds of 9 "holes" in the morning session and after a lunch break they will play 2 rounds of 9 "holes" in the afternoon session. We'll split the group of 72 players at 36 each and one group will play LaRaza and the other group will play the existing Hellyer course concurrently. The groups will switch courses for the afternoon session. On Sunday there will be a Doubles Tournament that will primarily be run at LaRaza and may include the existing Hellyer course if there are enough entrants. The entry fee for the Doubles Tournament will be \$35.00 per pair with \$10.00 per pair going to the Club as a donation. There will be some informal play after the tournament is over and the course (baskets and tee area markers) will be removed by sunset each day.

We intend to use wooden stakes and chalk (gypsum) to demarcate "tee pads" or designated throwing areas. The baskets are on their own self-supporting stands and can be wheeled or carried to their designated locations and can be easily removed at the end of the day.

Staff needs are minimal at this level of tournament play. The participants organize the pairings of play and do their own scorekeeping and awards duties. There might be some spectators, usually in the form of significant others of the players.

Some pre-tournament preparation work needs to be done. There is a patch of poison oak that we would like to have trimmed back on one of the fairways. We would also like to set up the "tee pads" on Friday, October 21.

A MESSAGE FROM THE DIRECTOR

Dear Event Holder,

Thank you for choosing one of our County Parks to hold your event. I hope that your event is a successful one.

In recent years we have found more and more that people have been letting many of their event requirements wait until "the last minute". This often has a negative impact on scheduling our staff to help prepare and manage the park before, during and after your event as well as a negative impact on other park visitors using our facilities.

In order to help us provide you with better service and alleviate the stress of trying to make last minute changes we are providing you with a basic checklist of your event's requirements. These requirements are important to have completed early so that we can better serve you and the other park visitors. You will find a due date listed for your specific event requirements. Please strive to have all your requirements completed by the due date listed (two weeks prior to your event date). Failure to do so may result in your event being cancelled.

Working together I believe we can make the event process run smoothly and provide a positive, professional atmosphere in which to work towards accomplishing a common goal (a successful event). On the back of this page you will find a Special Event Evaluation Form. Please take the time to fill this form out at the conclusion of your event and return it to us so that we may better serve you and other special event customers in the future.

Sincerely,

Lisa Killough
Director - Santa Clara County Parks

Special Events Guide Checklist

Due Date: OCT. 7, FRIDAY

*Items checked below must be completed and submitted at least two (2) weeks prior to your event.
Failure to do so may result in the cancellation of your event.*

GENERAL REQUIREMENTS:

- SIGNED SPECIAL EVENT PERMIT
- DETAILED WRITTEN DESCRIPTION OF EVENT including early opening requests (outline may be used).
- SUPPLEMENTAL QUESTIONNAIRE
- FEES:

Special Event Permit Fee	\$	<u>120</u>
Group Picnic Area Fee	\$	<u>336</u>
Park Staffing	\$	<u> </u>
Other: <u> </u>	\$	<u> </u>
Total:	\$	<u>456</u>

- PRE-EVENT MEETING with Senior Ranger at least two (2) weeks prior to the event.
Name/Phone: GEOFF SEWELL 225-0225
- PRE-POST EVENT NOTICE SIGNS IN PARK.

ADDITIONAL REQUIREMENTS:

- SIGNED ADDENDUM (if applicable).
- ENCROACHMENT PERMIT(S) for use of public streets, land or waterways from:

- OTHER:

- CERTIFICATE OF INSURANCE. Must include Additional Insured endorsement as per Insurance Requirements information sheet (enclosed). ON FILE
- MAP/DIAGRAM of your proposed set up and route where applicable.