

(ATTACHMENT)

PARK USE FEE PROCEDURES

Reservation forms are completed at City Hall. Payments will be made payable to the City of Oroville. Refunds will be made by the Finance Department within 20 working days. Park rentals shall be 9AM to 1 PM or 2PM-6PM. Park Reservations will be made 5 working days in advance. Facilities (Lott-Sank Park, Centennial Plaza) shall have all paperwork submitted, including deposit, 10 days before the event. Parks shall not be rented on City of Oroville Holidays.

LOTT-SANK PARK

Reservations are made with full payment of park use fees and applicable cleaning deposits. Cleaning deposits will be refunded in full upon verification that facilities were left clean.

In the event of cancellation, 50% of the park use fee will be refunded. A full refund may be made in the event of inclement weather.

BEDROCK, HAMMON, HEWITT, ROTARY PARKS, & CENTENNIAL PLAZA

In the event of cancellation, 50% of the park use fee will be refunded. A full refund may be made in the event of inclement weather.

If cancellation is made 5 days or less prior to the event, the renter will forfeit 100% of use fee.

ALL PARKS

Groups of 400 or more shall make their own arrangements for garbage pick-ups and shall supply, at their own expense, sufficient toilet facilities, ie: chemical toilets as required by the Public Health Code.

PARK HOURS

Lott-Sank park	Monday – Saturday	9:00 am to 9:00 pm
	Sunday	9:00 am to 9:00 pm

Rental of Lott-Sank Park for events is limited to eight (8) hours.

EXCEPTION:

Upon deposit of \$75.00, the person renting the park may obtain a key for access to the Coach Room and Kitchen prior to the eight (8) hour rental period. Refund of the key deposit is dependent on the return of the key and condition of the Coach Room and Kitchen after said event.

Lott Home	Sunday	12:00 pm to 4:00 pm
	Monday & Tuesday	1:00 pm to 4:00 pm
	Wednesday & Thursday	CLOSED
	Friday	11:00 am to 4:00 pm
	Saturday	CLOSED
	December 15-January 31	CLOSED
Chinese Temple	Monday	CLOSED
	Tuesday & Wednesday	12:00 pm to 4:00 pm
	Thursday & Friday	CLOSED
	Saturday & Sunday	12:00 pm to 4:00 pm
	December 15- January 31	CLOSED
Bolt's Antique Tool	Monday - Thursday	CLOSED
	Friday - Sunday	10:00 am to 2:00 pm
Pioneer Museum	Friday, Saturday and Sunday	12:00 pm to 4:00 pm
Feather River	Saturday & Sunday (Bath Hours Tours)	12:00 pm to 4:00 pm
Nature Center	(Park open every day from sunrise to sunset)	
Other parks	Summer April 1 – October 31	6:00 am to 11:00 pm
	Winter November 1- March 31	6:00 am to 7:00 pm