City of Burlingame - Parks & Recreation Dept.

850 Burlingame Ave., Burlingame, CA 94010
phone: (650) 558-7300 • fax: (650) 696-7216

COURT RENTAL APPLICATION

Email completed form to: tbarry@burlingame.org

Date of Application	Organization Name		
Name	Non Profit Number		
Address	Type of Use (circle one)		
City	League Play	Private/group lesson	Party
State/Zip Code	Other (specify)_____		
Phone Number			
Burlingame Business License on file with City?	Yes	License #_____	No
Email (permits are sent as a PDF)			

Court	Requested Dates	Times

Are you requesting an exemption to the 6 ball/ct limit?

	Yes	No	

Explanation:

RENTAL RULES _____ (initial)

1. One court at each location must always be left available for public play.
2. Washington Park Lesson Court #1 has limited availability
3. Ray & Laguna courts are not rented on the same day/time as rentals at Washington Park
4. Permit should be brought to the courts on rental dates
5. Courts and surrounding areas must be left clean and clear after each use
6. Recreation staff has the discretion to limit the number of rental days in a calendar year
7. All tennis instruction needs to have a tennis court permit and a Burlingame business license
8. Individuals with a paid rental permit get court priority for the date and time listed. Non-permitted individuals must surrender court to paid rentals.

Amount Due:

Users are responsible for any damages sustained to the facility or equipment occurring through the occupancy or use of facility. Insurance may be required for facility use with the City of Burlingame as additional insured. If insurance is not required, it is the user's responsibility to inspect the facility before each use, paying attention to both the courts and nets. Users must contact the Parks & Recreation Department immediately upon finding any hazardous conditions and will refrain from use of the facility until such condition has been corrected.

Applicant hereby agrees to hold the City of Burlingame, its City Council and Commissions, the individual members thereof, and all officers, agents and employees free and harmless from any loss, damage, liability, cost of expenses that may arise in any way by such loss or occupancy of park and recreation facilities.

I hereby certify that I understand that there is no smoking or alcohol on any court, nor can I sublet my court space to another group or individual. I will see that my activity will abide by these rules. I also realize that the tennis court permit is granted with the understanding that the Burlingame Parks and Recreation Department has the right to cancel the permit if the agreed upon facility is needed for a city sponsored event.

I, understand, hereby certify that I will be personally responsible on behalf of the applicant for any damages sustained to the facility or equipment occurring through the occupancy or use of said facility by the applicant.

RENTAL RATES

	WP: Res	WP: Non-res	RP/LA: Res	RP/LA: Non-res
Non-Profit/ Special Events (no instruction)	$30/ct - 4 hrs	$50/ct - 4 hrs	$18/ct - 4 hrs	$28/ct - 4 hrs
For Profit/ Instructor Rate	$16/ct - 1 hr	$20/ct - 1 hr	$16/ct - 1 hr	$20/ct - 1 hr

COURT RULES _____ (initial)

No bicycles, skates, or skateboards allowed on courts at any time
Tennis shoes must be worn at all times
When players are waiting, play is limited to:
- One set for singles
- Two sets for doubles
- 45 minute time limit for those not playing a set
- One person cannot hold a court

Tennis is the only authorized activity to be played on courts
No smoking or alcohol is permitted on public tennis courts
Private lessons are not allowed on public courts without a tennis court permit from the Burlingame Parks & Recreation Department
You can be asked to abide by the rules by anyone on the courts
Reservations available. Call the Burlingame Parks & Recreation Department at 650-558-7300 to make a reservation
No more than 6 balls on a court
- Permit holders may be granted ball limit exemptions

Applicant's Signature Date

City Representative Date