



City of Chino Hills

Community Services Department-Recreation Division

Mobile Show Wagon Application

Mobile Show Wagon reservation requests must be submitted to the Community Services Department-Recreation Division, a minimum of twenty-one (21) business days prior to the date requested to ensure processing and scheduling.

Requesting Organization

Name: _____
 Contact: _____
 Address: _____
 City: _____ Zip: _____
 Phone:(Day) _____ (Cell) _____
 Email Address: _____

Intended Use of Show Wagon

Activity/Event: _____

Specific Requested Day and Time

Date _____ Start _____ (A.M./P.M.) Finish _____ (A.M./P.M.)
 Date _____ Start _____ (A.M./P.M.) Finish _____ (A.M./P.M.)
 Date _____ Start _____ (A.M./P.M.) Finish _____ (A.M./P.M.)

Recurring Reservation Request

Beginning Date: _____
 Ending Date: _____
 Hours: Start _____ (A.M./P.M.) Finish _____ (A.M./P.M.)
 Daily Weekly Monthly Other
 Days: _____

Equipment and Fees

Please check all that apply:

- Standard Setup- 14' x 36' (504 sq. ft.) Show Wagon rental only and use of "Black" Stage Skirting
- Fifty (50) binder clips are available at no cost, to hang banners and decorations; \$1 will be assessed per each lost binder clip
- \$100 travel fee over 10 miles outside of Chino Hills.

| <u>Organization Classification</u> | <u>Fee (6hr rental)</u> | <u>Additional Hrs.</u> | <u>Deposit(overnight)</u> | <u>Cleaning Deposit</u> |
|------------------------------------|-------------------------|------------------------|---------------------------|-------------------------|
| User Group A | N/A | NA | NA | N/A |
| User Group B | \$750 | \$100 | \$500 | \$100 |
| User Group C | \$1,150 | \$100 | \$500 | \$100 |
| User Group D | \$1,550 | \$100 | \$500 | \$100 |
| User Group S | \$750 | \$100 | \$500 | \$100 |

When submitting your application, please include exact directions to the site using 14000 City Center Dr., Chino Hills, CA 91709 as your starting point and a map indicating the location of placement & its access route. This may be obtained from MapQuest or Google Maps.

For questions or information, call (909) 364-2700, Monday-Thursday, 7:30am to 5:00pm, Friday 7:30am to 4:00pm.

User Agreement

I, the undersigned, on behalf of the above mentioned group or organization, do hereby certify that I have read and agree to abide by the attached policies and procedures governing the use of the requested City of Chino Hills Mobile Show Wagon. I will specifically accept responsibility for any damage to the Mobile Show Wagon as a result of the occupancy of the group/organization I am representing. I agree to hold harmless the City of Chino Hills, the Community Services Department and the Public Facilities and Operations Department, and all of their employees and/or agents from any and all injuries, losses, damages and liability either to person or property which may be sustained while using said facility.

Signature of Applicant

Date

City of Chino Hills Office Use Only

Delivery Date: _____ Time: _____ (A.M./P.M.)
 Pickup Date: _____ Time: _____ (A.M./P.M.)

Total Amount Due: \$ _____
 Receipt #: _____ Amount Paid: \$ _____
 Deposit Required: Yes No
 Receipt #: _____ Amount Paid: \$ _____

User Group Classification: _____

Show Wagon Available: Yes No
 Insurance Required: Yes No
 Application Status: Approved Denied

Recreation Supervisor

Date

Special Instructions:
