



# City of Lincoln Bounce House Permit Application

Permit Fee: \$25 per play equipment

Applicant Information		
Name		
Street Address		
City, State, ZIP Code		
Day Phone		
Fax Phone		
E-Mail Address		
Contact Person "on site" day of		Cell #:
Person in charge of event if different than Applicant:		
Street Address, City, State, ZIP Code		

Event Information	
Date of Event:	Event Location:
Event Name/Purpose of event	
# of Bounce Houses at event:	# of generators to be used:
Type of Bounce Houses at event	
Set-up time:	Event stating time:
Ending time:	Disbanding time:

Vendor Information	
Name of Vendor	
Contact Name	
Address	
City, State, ZIP Code	
Phone #	

**Rules and Regulations**

1. Permit form and fees must be completed within five (5) working days of reservation date.
2. Cancellations must be made in writing and received within five (5) working days of the reservation date. No refunds will be issued for cancellations received within three (3) working days of the reservation date.
3. Permit holder will ensure all trash/debris is cleaned up properly.
4. Glass containers are not allowed in or on any City of Lincoln park including parking areas.
5. Alcohol shall not be present or consumed in or on any City of Lincoln park including parking areas.
6. All Jump House vendors are to be from the “City Approved Bounce House Vendor” list, offered by the City of Lincoln Recreation Department.
7. If a vendor to be used is not on the “City Approved Bounce House Vendor” list, the vendor must contact the City of Lincoln Recreation Department and provide a valid Certificate of Insurance with million-dollar liability coverage adding the City of Lincoln as an additional insured as well as complete a formal site walk through with City of Lincoln staff prior to the scheduled event. Once a vendor has met both requirements, the City will place the business on the “City Approved Bounce House Vendor” list.
8. Vendors must supply their own generators. The City of Lincoln will not provide access to an electrical outlet.
9. Bounce House users must provide adequate supervision so that use is in compliance with manufacturer’s recommendations to reflect safe levels of operation. **USE AT YOUR OWN RISK**; the City assumes no liability for any bodily injury. Bounce houses are used at the sole discretion of the user.
10. Play equipment that require the use of water are prohibited (i.e. water slides, dunk tanks, etc.)
11. No vehicles are allowed in City Parks, on turf or on walkways.
12. Bounce houses are not allowed in City Parks after sunset.

**Agreement and Signature**

I, the undersigned representative, have read the rules and regulations with reference to this application. The information contained herein is complete and accurate.

Name (printed)		
Signature:		Date:

**Payment Information**

Permit Fee:	Damage Deposit:	Amount Due:
	Cash	Check #

**Office Use Only**

Permit Application Number:	Assigned to:
Notes:	

Submit your completed application to:  
 City of Lincoln Recreation  
 2010 First Street, Lincoln, CA 95648  
 Phone: (916) 434-3220