



PARKS & RECREATION DEPARTMENT
323 Church Street • Santa Cruz • California 95060
831-420-5270 • Fax 831-420-5271
www.santacruzparksandrec.com

Thank you for your interest in reserving the **City Hall Courtyard**. Below are general site rules for your information.

[UseFeeChart](#)

City Hall Courtyard

1. Reservable location during daylight hours on weekends and holidays only.
2. Battery power source only to be provided by applicant.
3. Maximum capacity is 200.
4. All trash/recycling must be packed in and packed out. Applicants must provide their own trash cans and bags.
5. No alcohol may be sold, served, or consumed in relation with the event.
6. Food may be served, but not cooked on site.
7. No vehicles are allowed in the Courtyard. All vehicles must unload/load from adjacent parking spaces.
8. Cancellation policy: fees refunded only if situation prohibits use; i.e. inclement weather.
9. Applicant must meet with Parks and Recreation staff at least two (2) weeks prior to the event to review the event and site plan. Contact Meta Rhodeos at 831.420-6158.