



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

PICNIC WORKSHEET/APPLICATION

111 SW COLUMBIA ST, SUITE 660, PORTLAND OR 97201
CUSTOMER SERVICE CENTER 503-823-2525

CONTACT INFORMATION

PRIMARY CONTACT NAME: _____ ORGANIZATION NAME: _____

PRIMARY CONTACT DATE OF BIRTH: / / EMAIL: _____

PRIMARY ADDRESS: _____ CITY: _____ ST: _____ ZIP: _____

DAY PHONE: _____ CELL PHONE: _____ FAX: _____

EVENT INFORMATION

DESIRED NAME OF EVENT: _____ WHAT IS YOUR EXPECTED ATTENDANCE? _____

LOCATION: ARE YOU BOOKING MORE THAN 1 LOCATION? YES NO **DATE & TIME: ALL PICNIC AREAS ARE RESERVED 8A-9P ONLY**

DATE (1ST CHOICE): _____ PARK (1ST CHOICE): _____ SITE : _____

DATE (2ND CHOICE): _____ PARK (2ND CHOICE): _____ SITE : _____

DATE (3RD CHOICE): _____ PARK (3RD CHOICE): _____ SITE : _____

<input type="checkbox"/>	ALCOHOL (BEER & WINE ONLY) <input type="checkbox"/> GUESTS BRING THEIR OWN <input type="checkbox"/> HOST OR PROVIDE (MUST PROVIDE INSURANCE IF HOSTED/OR OVER 50 ATTENDEES)	<input type="checkbox"/>	GAMES, VOLLEYBALL NETS, INFLATABLES, ETC. (CIRCLE ALL APPLICABLE ITEMS) (NO STAKES ALLOWED)
<input type="checkbox"/>	AMPLIFIED SOUND/ MUSIC TYPE: _____	<input type="checkbox"/>	PORTABLE RESTROOM REQUIRED - 1 PER EVERY 125 PEOPLE MUST PROVIDE INSURANCE
<input type="checkbox"/>	ATHLETIC FIELDS: 2 HOURS LIMIT - TIME: _____ TO _____ ONLY AVAILABLE AFTER 2 PM AT THE FOLLOWING LOCATIONS: COLUMBIA PARK, MT SCOTT PARK, PENINSULA PARK, PIER PARK, AND SELLWOOD PARK <input type="checkbox"/> BALLFIELD (FEES VARY) <input type="checkbox"/> SPORTS FIELD (FEES VARY)	<input type="checkbox"/>	VEHICLES (LOAD/UNLOAD ONLY) \$67.50 PER VEHICLE # OF VEHICLES DRIVING INTO PARK:
<input type="checkbox"/>	CANOPIES (NO STAKES ALLOWED) <input type="checkbox"/> UP TO 2- 10x10 <input type="checkbox"/> 1- 10x20 <input type="checkbox"/> OTHER: _____ X _____	<input type="checkbox"/>	ADDITIONAL TABLES & CHAIRS YOU PLAN TO BRING TO THE PARK: # & SIZE: / # & SIZE:
<input type="checkbox"/>	FOOD WILL THE EVENT BE <input type="checkbox"/> CATERED OR <input type="checkbox"/> POTLUCK?	<input type="checkbox"/>	WILL YOU BE SELLING ANYTHING? <input type="checkbox"/> NO <input type="checkbox"/> YES
<input type="checkbox"/>	ELECTRICITY: INCLUDED AT SITES WITH AN "E" IN THE BROCHURE.	<input type="checkbox"/>	ARE YOU ADVERTISING THIS EVENT? <input type="checkbox"/> NO <input type="checkbox"/> YES- STOP! THIS EVENT REQUIRES A SPECIAL USE PERMIT FROM PUBLIC EVENTS STAFF

FEES- SEE REVERSE FOR FEE CHART

APPLICATION FEE: \$25 (MORE THAN 45 DAYS) OR \$50 (44-16 DAYS) OR \$75 (15 DAYS OR LESS)

USAGE FEE (S): \$ _____ OTHER \$ _____

EXTRA FEES: \$67.50 VEHICLE ACCESS PASS \$204 OVERBOOKING \$105 NOISE VARIANCE FEE

REFUNDABLE DEPOSITS: \$100 KEY SECURITY \$ _____ \$250 @ HOYT/ \$500@AMPITHEATERS

TOTAL DUE: \$ _____

PAYMENT INFORMATION -

- A MINIMUM OF THE APPLICATION PROCESSING FEE IS DUE
- DO NOT MAIL, FAX, OR EMAIL CREDIT CARD INFORMATION.
- PLEASE MAKE CHECKS PAYABLE TO "THE CITY OF PORTLAND"
- MAIL TO: 111 SW COLUMBIA ST, SUITE 660, PORTLAND, OR, 97201

Fee, Service, Location, Etc.	2019 Fee
Application Fee - Picnic	\$25.00
Application Fee - Picnic - Special (more than 15 days)	\$50.00
Application Fee - Picnic - Special (15 days or less)	\$75.00
Brooklyn School A	\$32.00
Brooklyn School B	\$32.00
Colonel Summers Shelter (e)	\$77.75
Columbia A	\$48.75
Columbia B	\$91.25
Columbia C	\$48.75
Columbia D (e)	\$187.50
Columbia Shelter E (e)	\$234.25
Columbia F	\$119.25
Columbia G	\$54.00
Columbia H	\$54.00
Creston A (e k)	\$186.50
Creston B	\$63.25
Creston C	\$63.25
Creston D	\$69.50
Creston E	\$32.00
Creston F	\$43.50
Dawson Shelter (e)	\$103.50
Gabriel A	\$32.00
Gabriel B	\$32.00
Gabriel C	\$43.50
Gabriel D	\$32.00
Gabriel E	\$43.50
Gateway Discovery Park A (E)	\$32.00
Gateway Discovery Park A (E) & B	\$43.50
Gateway Discovery Park B & C (E)	\$43.50
Gateway Discovery Park C (E)	\$32.00
Gateway Discovery Park D (E)	\$53.75
Grant Shelter	\$103.50
HOYT Shelter	\$595.75
Irving Park A	\$32.00
Irving Park B	\$32.00
Kelley Point A	\$32.00
Kelley Point B	\$32.00
Kelley Point C	\$32.00
Kelley Point D	\$88.00
Kelley Point E	\$91.25
Kelley Point F	\$43.50
Khunamowskt Shelter (E)	\$74.50
Laurelhurst A	\$74.00
Laurelhurst B	\$32.00
Laurelhurst C	\$32.00
Laurelhurst D	\$32.00
Laurelhurst E	\$32.00
Laurelhurst F	\$48.75
Lents A	\$37.25
Lents C	\$32.00

Luuwit View (EBBQ)	\$36.25
Luuwit View Shelter (EBBQ)	\$51.75
McCoy Park Shelter	\$75.75
Montavilla Shelter	\$130.50
Mt Scott A	\$32.00
Mt Scott B	\$75.75
Mt Scott C	\$37.25
Mt Scott D	\$37.25
Mt Scott E	\$37.25
Mt Tabor B	\$81.75
Mt Tabor Shelter A (E)	\$204.00
Normandale Shelter	\$77.75
Overlook Shelter	\$103.50
Peninsula A (EK)	\$203.00
Peninsula B	\$63.25
Pier A	\$135.75
Pier B	\$135.75
Pier C	\$75.75
Pier D	\$145.00
Pier E	\$37.25
Pier F	\$53.75
Pier G	\$32.00
Pier H	\$32.00
Powel Shelter (E)	\$151.25
Sellwood A	\$48.75
Sellwood B	\$48.75
Sellwood C (EK)	\$151.25
Sellwood D	\$48.75
Sellwood E	\$32.00
Sellwood F	\$48.75
Sellwood G	\$32.00
Sellwood H	\$69.50
Sellwood I	\$48.75
Wallace Shelter (E)	\$103.50
Washington Park A (E)	\$69.50
Washington Park B	\$37.25
Washington Park C	\$53.75
Washington Park D (e)	\$135.75
Westmoreland Park A	\$32.00
Westmoreland Park B	\$32.00
Westmoreland Park C	\$32.00
Westmoreland Park D	\$32.00
Westmoreland Park E	\$32.00
Westmoreland Park F	\$32.00
Westmoreland Park G	\$32.00
Westmoreland Park H	\$32.00
Willamette Shelter	\$158.50
Wilshire Park A	\$32.00
Wilshire Park B	\$32.00
Wilshire Park C	\$87.00
Woodstock A	\$113.00