



Santa Cruz County Parks
 979 17th Avenue, Santa Cruz, CA 95062
 831.454.7938
 reservations@scparks.com
 scparks.com

Meeting Room Reservation Request Form

Customer or Authorized Agent Name _____

Birthdate _____ Gender _____
 Phone _____ Email _____
 Home Address _____
 City _____ State _____ Zip Code _____

Organization/ Company Name _____

Nonprofit Tax ID# _____
 Address _____
 City _____ State _____ Zip Code _____

County Department _____

Division _____

GL Index _____ GL Sub Object _____ JL Key _____ JL Object _____

Date(s) Requested _____

Time Requested _____ to _____ *Including all set up and clean up time.*

Number of People _____ *This includes your guests, staff, volunteers, and vendors.*

Facility

- Aptos Village Park
- The Lorenzo Room at the Highlands House
- Quail Hollow Ranch
- Valencia Hall

Add-ons

- Kitchen
- Smart Television (*Aptos Village Park and Highlands House only*)

I have read and understand all policies detailed in the Conditions of Use. I agree to the cancellation policy.

Requestee Signature

Date

Please submit this form by email or at our office at the address above.

Please see our Conditions of Use and Rental Rates documents at scparks.com for more information.

Updated 12.19.2022