



**Santa Cruz County Parks**  
 979 17<sup>th</sup> Avenue, Santa Cruz, CA 95062  
 831.454.7938  
 reservations@scparks.com  
 scparks.com

## Venue 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 \_\_\_\_\_

### Type of Event

Date Requested \_\_\_\_\_

Time Requested **Set Up** \_\_\_\_\_ to \_\_\_\_\_  
**Event** \_\_\_\_\_ to \_\_\_\_\_ *Includes ceremony and reception. Sound & alcohol permits will match this time. Up to 5 hours maximum.*  
**Clean Up** \_\_\_\_\_ to \_\_\_\_\_

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

- Venue**
- Aptos Village Park Clubhouse
  - Aptos Village Park Clubhouse and one-third of the Lawn (*Peak Season only*)
  - Highlands House and Lawn
  - Quail Hollow Ranch
  - Valencia Hall

- Add-ons**
- Alcohol Permit
  - Jump House

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](http://scparks.com) for more information.

Updated 12.19.2022