



**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 1/3 of the Lawn (*Peak Season only*)
- Highlands House and Lawn
- Live Oak Community Center and Courtyard
- 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 3.28.2024