



RESERVATIONS

Park use is generally seasonal from mid-April to mid-October. Reservations for all reservable parks are required for special events held in the park. Payment is required 30 days prior to the date of the reservation.

When not reserved, facilities are available on a first-come, first-served basis. The Boise Parks and Recreation Department reserves the rights to prioritize date requests from recurring special events.

Place a reservation:

EMAIL: Submit forms and applications to parksspecialevnts@cityofboise.org

CALL: (208)608-7618 or (208)608-7615

WALK-IN: Located at 1104 Royal Blvd., our office hours are Monday through Friday from 8 a.m. to 5 p.m. and closed on legal holidays.

CANCELLATIONS, REFUNDS, RESCHEDULING

A refund is only provided if the user is canceling prior to 10 calendar days of the event, at which time a \$15 processing fee will be collected.

Refunds or rescheduling is not granted due to poor weather conditions or acts of nature. An event cannot be rescheduled within 10 calendar days of the reservation.



**PARKS AND
RECREATION**

PARKS AND RECREATION

1104 Royal Blvd, Boise, Idaho 83706

Phone: **208-608-7600**

TDD/TYY: **1-800-377-3529**

Fax: **208-608-7648**

Website: cityofboise.org/parks

2020 RESERVATION FEES

Description	Period	Resident Fee	Non-Resident Fee
Ann Morrison Park			
Entire Park	All Day	\$1,590.00	\$2,464.50
Fountain (Special Events only)	Time Block	\$350.00	\$542.50
Disc Golf Course (Special Events only)	All Day	\$190.01	\$294.52
Pavilion	Time Block	\$105.00	\$162.75
Cecil D. Andrus Park			
Entire Park	Time Block	\$212.00	\$328.60
Entire Park	All Day	\$477.00	\$739.35
Fort Boise Park			
Fort Boise VOS	Time Block	\$65.00	\$100.75
Entire Park	Time Block	\$65.00	\$100.75
Greenbelt			
Greenbelt using 1 Quadrant	Time Block	\$85.00	\$131.75
Greenbelt using 2 Quadrants	Time Block	\$170.00	\$263.50
Greenbelt using 3 Quadrants	Time Block	\$255.00	\$395.25
Greenbelt using 4 Quadrants	Time Block	\$340.00	\$527.00
Julia Davis Park			
Entire Park	All Day	\$1,590.00	\$2,464.50
Bandshell	Time Block	\$425.00	\$658.74
Bandshell w/ Ag Pavilion	Time Block	\$530.00	\$821.50
Pavilions	Time Block	\$105.00	\$162.75
East End	Time Block	\$65.00	\$100.75
Military Reserve Archery Range			
Archery Range	Time Block	\$65.00	\$100.75
Park Center Park			
Entire Park	Time Block	\$65.00	\$100.75
Veterans Park			
Entire Park	All Day	\$531.00	\$823.05
Veterans Pavilion	Time Block	\$105.00	\$162.75
Veterans Picnic Site	Time Block	\$72.00	\$111.59
8th Street			
Street	Time Block	\$65.00	\$100.75

Includes sales tax.



SPECIAL EVENT PARK USE POLICIES

Thank you for choosing the City of Boise park system for your special event! Special events are open and available to the general public and require reservations. In this pamphlet you will find our park policies to help guide you during your visit.

ALCOHOL POSSESSION & CONSUMPTION



Alcohol may be possessed or consumed within Boise City parks except upon any street, parking lot, restroom, playground, community center, skate park, archery range and within 250-feet of the Boise River Greenbelt.

Alcohol is allowed in the following restricted areas by reservation and permit only:

- Ann Morrison Park
- Parkcenter Park
- Cecil D. Andrus Park
- Fort Boise Park
- Julia Davis Park
- 8th Street
- Esther Simplot Park

Distribution or sale of alcohol in Boise City parks is allowed only as local and state laws allow. Caterers serving alcohol must secure a Liquor Catering Permit from the City Clerk's Office.

Park Use Applications are due **90 days prior to the event date** if beer and/or wine will be sold. If no beer and/or wine sales will occur at the event, Park Use Applications are due 30 days prior to the event date.

Beer/Wine Serving Permit is required for all events serving beer and/or wine and can be obtained for a \$10 fee.

Beer/Wine Sales Permit is required for all events selling beer and/or wine and is charged a \$225 fee per day, plus 12% gross sales over \$2,000.

PARK ASSISTANCE



For assistance during your park reservation call: 208-631-1459 or 208-631-1461.

POLICE ASSISTANCE

Non-emergency assistance, call police dispatch: 208-377-6790

Emergency assistance, DIAL 911

PARK HOURS

Sunrise to sunset unless otherwise posted.

PARK POLICIES

Park users are required to follow and abide by Idaho State Code, Boise City Ordinances and the Boise Parks and Recreation Park Use Policy. Park policies are posted at restrooms and shelters and are enforced. Violators will be cited. For information regarding Boise City Code, go to: cityclerk.cityofboise.org/city-code



CANOPY, TENT OR KIOSK

Placement requires approval from Boise Parks and Recreation prior to the event. To avoid damage to electrical, irrigation and water lines, canopies must be weighted instead of staked. A permit from the Boise Fire Department is required for tents, canopies, and awnings over 200-square ft.



CLEANLINESS

Cleanliness is the responsibility of all park users. Please deposit trash in the receptacles provided. If trash receptacles are full, trash is to be removed from the park by the event organizer. Additional fees may be charged for debris or damages to the park.



ELECTRICAL POWER

Electrical power is available with a paid reservation.



FILMING

A Commercial Film Permit must be obtained for permission to film a motion picture, television, radio or photographic production in a city park. The permit can be purchased in conjunction with a park reservation.



GREENBELT USE

The Boise River Greenbelt is available for special event use (fun runs, walks, rallies) and is reservable in quadrants. A map must be submitted to identify the route of the event. Events are required to use A-frames, flour or chalk as directional signage for walks and runs. Tape, paint and adhesive directional arrows are prohibited.



INFLATABLES

Inflatable structures or other similar apparatus are allowed in Boise parks with a permit application. Inflatable structures that required water are not permitted. Structures must be rented from a city-approved equipment provider and be free standing, weighted and have a generator for power.



INSURANCE

Special events must provide a comprehensive general liability insurance of \$1,000,000 per single occurrence. The required policy should name Boise City as an additional insured and as the certificate holder, in addition to listing the event, date and location in the description on the insurance certificate.



RESERVATION DEPOSIT

A deposit of \$100 is due to reserve a special event's date and location. Remaining payment is due 30 days prior to event date.



RESTROOMS

Park restroom facilities are operated on a seasonal basis. Parks with restrooms open year round are Ann Morrison, Esther Simplot, Fort Boise, Julia Davis, Parkcenter and Veterans Memorial.



SOUND AMPLIFICATION

Sound cannot exceed 62 decibels at a distance of 20 feet except with a permit. Amplified sound is available in some parks and requires a park reservation, a permit application to be filled out and a fee to be paid.



UTILITY VEHICLES

Utility Vehicles should be listed on the Special Event Park Use Application and the event organizer is required to purchase a permit for each vehicle.



VEHICLES

Vehicles can be parked in designated parking spaces and during park hours. Vehicles parked in non-designated areas and left in the park after hours or overnight may be towed. Event-related vehicles must obtain a Vehicle Overnight/Turf Parking Permit from BPR.



VENDORS

A vendor is an individual, sponsor or group advertising, selling or giving away services. Event coordinators are charged \$30 for the first four (4) vendors and \$20 for each additional vendor.

If food or beverage products are being served/sold during an event, an Eating and Drinking License must be obtained from the City Clerk's Office. Additionally, food and beverage products must be approved by the Central District Health Department.



WATER

Water amenities such as commercial misters, dunk tanks, water slides, kiddie pools, etc. are not permitted in parks. Depositing ice and any grey or waste water on the grass, sidewalks, in waste receptacles, dumpsters, city planters, gutters or in the street drainage system is not permitted.

RESERVATION DEPOSIT			
Description	Period	Resident Fee	Non-Resident Fee
DEPOSIT			
Reservation Hold	Non-Refundable	\$100.00	\$100.00
MISC. FEES + CHARGES			
PERMITS			
Amplified Sound	Daily	\$55.00	\$55.00
Beer/Wine (over 7.5 gal.)	Daily	\$10.00	\$10.00
Beer/Wine Sales	Daily	\$225.00	\$225.00
Parks and Recreation Commission approval required for sales. See Application for details.			
\$225.00 plus 12% of gross sales above \$2,000.000 per day.			
Short-Term Concession (First 4)	Each/Daily	\$30.00	\$30.00
Short-Term Concession (5th+)	Each/Daily	\$20.00	\$20.00
Vehicle Utility/Turf	Daily	\$30.00	\$30.00
Vehicle Overnight	Daily	\$30.00	\$30.00
FILMING			
PARK FOR PROFIT "Commercial Use" FEES (Filming in parks, etc.) This is in addition to the park site reservation.	Hour	\$132.50	\$132.50
	Four (4) Hours	\$465.00	\$465.00
	All Day	\$865.00	\$865.00
OTHER AMENITIES			
Extra Tables (Ann Morrison and Julia Davis)	Each	\$8.75	\$13.56
STAFF			
BPR Staff Callout - per hr	Hour	\$51.50	\$51.50
BPR Staff Assistance	Hour	\$26.50	\$26.50



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