



**City of Anaheim  
Community Services Department  
Pearson Park Amphitheatre**

**Theatre  
Rental  
Request  
Application**

**CONTACT INFORMATION:**

Organization Name \_\_\_\_\_

Organization Address: \_\_\_\_\_

Resident  Non-Resident

Non-Profit (# \_\_\_\_\_ )  Commercial

✓ If applicable, your Non-Profit status paperwork must be submitted with Rental Request

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Organization Phone # ( ) \_\_\_\_\_ Email \_\_\_\_\_

Applicant's Phone # ( ) \_\_\_\_\_ Email \_\_\_\_\_

Sound Manager \_\_\_\_\_ Phone# ( ) \_\_\_\_\_

Email \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Stage Manager \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Email \_\_\_\_\_ Fax ( ) \_\_\_\_\_

**AREAS DESIRED:**

Amphitheatre (*Includes Patio*)  Amphitheatre and Rose Garden

Patio and Rose Garden

**TIMELINE:**

Multiple Dates YES / NO Rental Date(s): \_\_\_\_\_

Org. will arrive at the theatre \_\_\_\_\_ am/pm Leave the theatre \_\_\_\_\_ am/pm

Technical Sound Check Time \_\_\_\_\_

Gates open for guests at \_\_\_\_\_ am/pm Seating begins at \_\_\_\_\_ am/pm

Time the event begins \_\_\_\_\_ am/pm Time event ends \_\_\_\_\_ am/pm

**SHOW INFORMATION:**

Type of event:  Concert  Theatre Production  Specialty Act  Ceremonial

Other (describe) \_\_\_\_\_

Expected attendance:  200-499  500 – 999  1000 – 1750  1,750 +

This event is  Open to the public  Private  Other \_\_\_\_\_

Entrance fee \_\_\_\_\_ Contact # for tickets \_\_\_\_\_

Website for tickets \_\_\_\_\_ Email \_\_\_\_\_



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**OPTIONAL SERVICES:** *Please review the **Alcohol Regulations Form** for rules and regulations. Four (4) hour maximum serving time. Security team of six (6) is required for events with alcohol service.*

Alcohol Service begins \_\_\_\_\_ am/pm Alcohol Svc. ends \_\_\_\_\_ am/pm

Security team of six (6)

Arrival time \_\_\_\_\_ am/pm Departure time \_\_\_\_\_ am/pm

**VENDING:** *Please review the **Theatre Rental Information Packet** for vending rules and regulations.*

If concessions desired, onsite concessions are available through City of Anaheim at no charge to the applicant. All revenue generated by Pearson Park Amphitheatre concessions is kept by the City of Anaheim.

If your event includes outside food and/or merchandise vending:

- ✓ You must contact the Business Licensing Division of the Planning Dept. to acquire the appropriate vending permits.

City Hall, 1st Floor  
200 S. Anaheim Blvd, Suite 136  
Anaheim, CA 92805  
Office: 714.765.5194

Email: [bus\\_license@anaheim.net](mailto:bus_license@anaheim.net)

- ✓ If you are planning to have a food vendor you must contact the Health Department for special applications and permits. No refunds will be given if the Health Department shuts down your vendors due to incomplete paperwork or health code violations.

OC Health Care Agency  
1241 E. Dyer Rd, Suite 120  
Santa Ana, CA 92705  
Office: (714) 415-8227

Email: [lrodriguez@ochca.com](mailto:lrodriguez@ochca.com)

The event will require:

No vending

Outside merchandise vendor(s)

Outside food vendor(s)

# of merchandise vendor(s) \_\_\_\_\_

# of food vendor(s) \_\_\_\_\_

**ADDITIONAL INFORMATION:**

The City of Anaheim requires a minimum of one million dollars in liability coverage for facility usages. Events with higher risk levels may require additional insurance coverage as determined by the City Manager; these may include, but are not limited to, events that include alcohol. Two weeks before the event date, you will need to submit a certificate of insurance and endorsement to your commercial general liability insurance policy that names as additional insured, the “*the City of Anaheim, California, its officers, agents, employees, representatives and volunteers*”. The name of the insured on the certificate/endorsement you submit must match the name of the host organization. Insurance coverage must be maintained for the duration of the event including set-up and load out dates/times.



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- Provide your own with the City of Anaheim named as additionally insured;  
additionally insured endorsement required.

Upon approval of the Theatre Rental Request, the renter will be notified and a projected estimate of costs will be emailed or faxed to the renter. The estimate must be signed and returned to complete the approval process.

By signing below, I attest that I understand this application does not guarantee or hold the facility for my event and that I will be notified if my application has been approved. Furthermore, that I have received a copy of the Pearson Park Amphitheatre Rental Informational Packet and ACS General Guidelines, and understand that failure to comply with all Community Service Department conditions may result in disapproval of the rental agreement.

**APPLICANT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_



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**RENTAL FEES**

**Amphitheatre (Four hour minimum)**

- \$300 per hour Non-Resident, Commercial
- \$250 per hour Resident, Commercial
- \$225 per hour Non-Resident, Individual
- \$200 per hour Non-Resident, Non-Profit
- \$185 per hour Resident
- \$160 per hour Resident, Non-Profit

**Patio Area Rental Only**

- \$50 per hour Non-Resident, Commercial
- \$45 per hour Resident, Commercial
- \$40 per hour Non-Resident, Individual
- \$35 per hour Non-Resident, Non-Profit
- \$35 per hour Resident
- \$30 per hour Resident, Non-Profit

**DEPOSIT**

- \$500 Damage Deposit for Amphitheatre and Patio
- \$125 Damage Deposit for Patio Only

**REQUIRED CHARGES**

- \$20 fixed fee Application processing fee (non-refundable)
- \$75 fixed fee Administration fee (non-refundable)
- \$35 per hour Manager
- \$200 fixed fee Post-Event Cleaning

**OTHER CHARGES**

- \$84.00 per weekend Dumpster Rental (*required for food vending*)
- \$502.69 per weekend Roll Off Dumpster Rental (*required for large events*)
- \$50.00 flat fee Banner Installation Fee (*per banner on stage*)
- \$140.00 per hour Technical crew of 4 (required)
- \$210.00 per hour Overtime for Technical over 8 hours
- \$280.00 per hour Double overtime after 12 hours
- \$350.00 per hour 7 security Alcohol Event
- \$150 per hour Basic Team of 6 Security Officer for Alcohol Service
- \$75 per hour Anaheim Police per officer
- \$125 fixed fee Marley Dance Floor Marley Floor Rules\*
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**\*Soft soled footwear must be worn by all performers who utilize the Marley Floor at Pearson Park Amphitheatre. Tap Shoes and other hard soled shoes are not permitted on this surface**

- \$25 per hour Additional facility attendant staff
- ✓ Full payment must be received 90 days in advance of the event date, or as determined by ACS representative.



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**Equipment:** *List of equipment included in facility charges.*

- Stanchions.....13
- Podium.....1
- Folding Chairs.....60
- 6ft Tables.....8
- 3 ft. Round Tables.....12
- 8 ft. Tables.....12