



ZOO BOISE USE APPLICATION



Please Print- Date _____ Permit # _____

(Available from mid April through August)

Projected Attendance: _____

Organization: _____

Profit / Non Profit:

(All non-profit/non-taxable organizations are required to submit a ST101 Tax Exempt Form)

Zoo Boise
 355 Julia Davis Drive
 Boise, ID 83702

Hours: 10 am-5 pm, Daily
 (208) 384-4260 ext 101
 (208) 384-4059 (Fax)

www.zoo Boise.org
ZooBoise@cityofboise.org

Primary Contact Person: _____

Mailing Address _____ Email: _____

City: _____ State: _____ Zip: _____

Home #: _____ Work #: _____ Fax #: _____

Name of Event: _____

Purpose & Brief Description of Event: _____

Caterer Taste of the Wild Catering is the only Caterer allowed.

A Zoo rental is for non-commercial use only. Fees are all inclusive which include Education Center, Stage, Gift Shop, Security, Staff and Dumpsters.

FEES: Zoo Rental	Base Rental Fee Tax Not Included	Conservation Fee	Carousel/ Boat	
Africa Only	0-100 Participants	\$300.00	\$50.00	150.00 Boat
Africa Only	101-200 Participants	\$400.00	\$75.00	275.00 Boat
Africa Only	Additional 1 hour = event time 9:00-10pm	\$100.00		
Entire Zoo April- September	0-400 Participants	\$500.00	\$100.00	275.00 each
	401 + Per person Charge	\$3.40	\$0.35	375.00 each

Additions:

Please check all that apply

Animal Presentation	\$100.00	
Generator	\$75.00	
Alcohol served- Permit	\$10.00	
Additional Security Alcohol served or 401+	\$50.00	
Amplified Sound Permit	\$50.00	
Amplified Sound System	\$100.00	
Dumpster 400+	\$36.00	
Cotton Candy & Popcorn 50 bags each (total of 100)	\$175.00	
Cotton Candy & Popcorn 100 bags each (total of 200)	\$350.00	
Carousel - See above prices		
Gift Shop gift cards-	\$	

Train & Boat coming spring '09

Boat runs only May- September and runs 5:30pm-7pm with unlimited rides.

Carousel runs from 6:30pm-8:30pm with unlimited rides

Amenities

Electrical Requirements- Limited resources	Y / N	Details: _____
Canopies- Rental from:	Y / N	Details: _____
Astrojumps- Rental from:	Y / N	Details: _____
Seating Needed	Y / N	Details: _____

Setup: Noon to 5:30pm. Event time 5:30 to 9:00 pm. Cleanup time ½ hour starting at the end of event. ZOO GATE CLOSSES AT 9:00pm. Additional load out

fee of \$200 per hour will be charged to events after 9:00 pm. All equipment MUST be removed the next day by 10AM or additional rental fees will be charged

Comments: _____

Complete and return Zoo Boise Use Application to Zoo Boise, Corinne Roberts, 355 Julia Davis Drive, Boise ID 83702, or fax to 384-4059. Application must be received prior to your event. Additional fees may apply should this event require services beyond routine maintenance.

RULES & REGULATIONS FOR ZOO USE

***PARKS** are open from sunrise to sunset, except when authorized by written permit.

***PARKING** is limited to designated areas and is available on a first come first serve basis. Vehicles parked in "No Parking" areas will be towed at owner's risk and expense. Boise Valley Towing 389-9707.

AFRICA VILLAGE RENTAL: This rental will give you access to African Village ONLY. Africa Village rental can accommodate 80 seated inside and up to 200 outside. Tables and chairs are not included in the price of rental but our Catering company can make arrangements for you if you need them. African Village can be rented year round. Times 5:30-9:00, an additional hour can be purchased for \$200.

***ALCOHOL CONSUMPTION:** Alcohol is prohibited inside the Zoo unless served by a Zoo authorized Caterer. A caterer serving beer, wine or alcohol MUST secure and display at the event an Alcohol Catering Permit from the Boise City Clerk's Office. (384-3703).

***AMPLIFIED SOUND** in compliance with Boise City Code, must not exceed sixty-two (62) decibels at a distance of 20 feet except as authorized by written permit. **Amplified sound must be approved by Zoo Boise Staff.**

***ANIMALS:** Feeding of all animals is prohibited in Zoo Boise. No animals are allowed to be brought into Zoo Boise (ie; petting zoos) Special considerations for Service Dogs with health papers.

***ALL EQUIPMENT INCLUDING CANOPIES,** tents, stages, activities, require approval from Zoo Boise prior to your event. Authorized vendors only. All canopies will be weighted, instead of staked, to avoid damage to electrical, irrigation and water lines. Contact Boise City Fire Department, Fire Code Enforcement at 384-3955 to obtain a permit for tents, canopies and awnings over 200 square fee per structure.

***CLEANLINESS** is the responsibility of all park users. Deposit trash in the receptacles provided. All cardboard boxes will be flattened and stacked for recycling.

***DECORATION** of any type must be pre approved by the Zoo. **Please note that balloons (of any kind helium or air) are not allowed within the Zoo.**

***DESIGNATED AREAS** Park visitors shall not climb over or cross any existing barriers for any reason.

***GLASS** beverage containers are prohibited at all Boise Parks & Recreation facilities. All other glass is to be removed from the park by the user and not deposited in trash receptacles.

***INSURANCE** Required for all events or activities open to the public. It is the responsibility of special event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry (a certificate naming the City of Boise as additional insured). The adequacy of all insurance required by these provisions shall be subject to approval by the City's Risk Manager, 384-3787.

***RESERVATIONS** Private /Company use, up to maximum 1,000 people. Time blocks are: Set Up time: Noon-5:30; Event time 5:30 to 9:00 pm; clean up to be completed by end of event. **ZOO CLOSSES AT 9:00pm.** Additional load out fee of \$200 per hour starting at ½ hour past event end will be charged to events using additional time. All equipment MUST be removed the next day by 10:00am or additional fees will be assessed.

***REFUNDS** A \$15.00 processing fee is charged on all reservation cancellations. Refunds are not issued when the cancellation is made less than 10 calendar days before the event. Conflicts of park use related problems may result in a refund if verified by on-call staff. Refund cannot be granted due to weather conditions. A \$5.00 processing fee is charged to change date or locations on all confirmed reservations.

***SALES** An authorized license from the City of Boise and a permit from Boise Parks & Recreation is required to sell or rent products or services in Boise City Parks.

***SIGNS,** banners or decorations must be self supporting or may be attached only by tying to metal, wooden (NO TREES) or stone structures and must be removed at the end of the event. **Balloons prohibited within Zoo Boise boundaries.**

***VEHICLES** Due to turf and sprinkler head damage, vehicles are restricted to paved or gravel park roads or parking areas. **NO vehicles on the turf.** This includes concession trailers, delivery and catering vehicles.

***WATER DISPOSAL** Waste water cannot be poured on the ground. Health codes require all grey and other waste water to be disposed of only in drain systems or waste tanks. Dunk Tanks, Wading Pools, or similar equipment are not allowed. Cooking grease must be caught and properly disposed of off site.

I hereby certify that I have read and will abide by the rules and regulations set forth by the City of Boise Parks & Recreation Department, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Boise and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Boise, it's agents or employees are jointly negligent. I further agree to promptly reimburse the City of Boise for any clean up loss or damage to City property resulting from this use.

Event Organizer's Signature: _____

Date _____

Zoo Boise Authorization _____

Date _____

For Reservation information contact us by phone, mail, fax or email: **Zoo Boise, 355 Julia Davis Drive, Boise, ID 83702**

Hours: 10 am-5 pm, Daily Closed: New Year's Day, Thanksgiving, & Christmas

PHONE (208) 384-4260 ext 101 FAX- (208) 384-4059

www.zooboise.org

ZooBoise@cityofboise.org

For a complete list of the Boise City Code visit www.cityofboise.org. For more park related information visit www.cityofboise.org/parks.