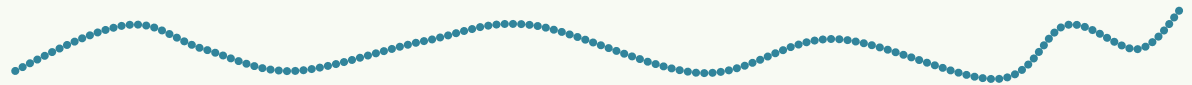


Rossmoor Community Services District

3001 Blume Drive • Rossmoor, CA
Phone 562.430.3707 • Fax: 562.431.3710
rcsd@rossmoor-csd.org • www.rossmoor-csd.org



Dear Sir/Madam,

Thank you for your interest in Rossmoor Community Services District park/facility rentals. We have three great locations which accommodate a variety of events: Rush Park, Rossmoor Park- (3232 Hedwig Street), and Montecito Center (12341 Montecito Rd). We offer Indoor facilities for meetings and celebrations, outdoor Picnic Areas, and Field Rentals for the sports-minded; all are subject to availability and the scope of your event. Please see our facilities brochure for details <http://www.rossmoor-csd.org>.

For your convenience all of our facility applications and special use applications are located in electronic format on our website under the Parks and Facilities link. You may also request an application be faxed to you or may pick one up at our Rush Park office between the hours of 9:00 a.m. to 4:30 p.m. Applications may be submitted a maximum of 6 months in advance. Completed applications may be faxed, e-mailed or hand delivered to our Rush Park office, located at 3001 Blume Drive in Rossmoor, CA 90720 and will be processed on a first come, first served basis. Please allow two to five working days for processing. Incomplete applications will not be processed.

Once your application is approved we will contact you with payment information and schedule a time for you to make payment and sign your User Permit, indemnification, and other relative documents. All permittees must be 18 years or older. All User Permits are subject to a non-refundable \$15 reservation fee, and with the exception of the picnic areas, a \$175.00 refundable cleaning deposit. Other fees may apply. Please see the [fee schedule](#) located on our website under Parks & Facilities.

General availability can be obtained by calling 562.430.3707, however, keep in mind that prior applications may still be pending.

All permittees must sign our indemnification. Most Special Use Permits will require a million dollar Liability Insurance Policy, naming the Rossmoor Community Services District as additionally insured, i.e. bounce houses, organized activities, sports, and groups of 150 or more people. This list is not all-inclusive. For further questions please contact the RCSD office.

Again, we appreciate your interest and hope you have a memorable and positive experience.

Sincerely,

Jessica Verdazco

RCSD General Clerk
rcsd@rossmoor-csd.org