



Event Preliminary Information/Mission Bay Parks

Event Day and Date: \_\_\_\_\_

Event Purpose: \_\_\_\_\_

Circle One: Private Open to the Public

Date(s) \_\_\_/\_\_\_/\_\_\_ Load in/set up (Start time \_\_\_:\_\_\_ End time \_\_\_:\_\_\_)

\_\_\_/\_\_\_/\_\_\_ Event Day (Start time \_\_\_:\_\_\_ End time \_\_\_:\_\_\_)

\_\_\_/\_\_\_/\_\_\_ Load out/strike (Start time \_\_\_:\_\_\_ End time \_\_\_:\_\_\_)

Total Number of Attendees: # Adults: # Children:

Contact Name: \_\_\_\_\_

Contact E-mail: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

Areas of Mission Creek Park Requested for Use: (circle all that apply)

Southern Park Areas:

Pavilion North Patio West Patio Amphitheater Central Lawn Hilly Lawn

Northern Park Areas:

Library Plaza East Esplanade 5th St. Overlook Lawn West Esplanade Boat Launch

Sports Courts:

Basketball – A (full court) Basketball – B (1/2 court) Basketball – C (1/2 court near shoreline)

Volleyball Tennis (Multi Use Gaming Area)

Mission Bay Commons:

P17: Eastern Plaza Stage Lawn Area Western Plaza

P16: Eastern Plaza Lawn Areas: east middle west Western Plaza



**Client Status: (circle one)** Commercial Non-Commercial Other (Describe): \_\_\_\_\_

**Type of Event: (circle all that apply)**

Breakfast/Brunch Lunch Dinner Reception Sports - League Play  
Still Photo Shoot Film Shoot Meeting Concert Company picnic  
Family picnic Birthday party

**Equipment and Services: (circle all that apply)**

Tenting: Quantity: Size(s): Installed Where? \_\_\_\_\_  
Tables: Quantity: Size(s): Installed Where? \_\_\_\_\_  
Chairs: Quantity: Installed Where? \_\_\_\_\_  
Stage: Quantity: Size(s): Installed Where? \_\_\_\_\_  
Dance Floor: Quantity: Size(s) Installed Where? \_\_\_\_\_  
Music: DJ Live Band: number of musicians: \_\_\_\_\_  
Stage Decor Props (list types) \_\_\_\_\_

**Entertainers (include number):** Singer(s) Comedian(s) Juggler(s)  
Performance Artist(s) Actor(s) Dancer(s)  
Other \_\_\_\_\_

**Signage Specifications:** \_\_\_\_\_

**Submittal Date:** \_\_\_\_\_ **Submitted By:** \_\_\_\_\_ **Title:** \_\_\_\_\_