



# Camping Application Form

Sacramento County Department of Regional Parks

Please return all applications to:  
Department of Regional Parks – Recreation Services Division  
10361 Rockingham Drive, Suite 100, Sacramento CA 95827,  
or email to [parkevents@saccounty.net](mailto:parkevents@saccounty.net)

To apply for a camping permit, you must complete this application fully and certify that you have read and will comply with the attached Camping "Terms and Conditions".

**A site map for your campout and tentative schedule of activities must be included with your application. Applications must be submitted no less than 60 days in advance of any proposed special event.**

## Applicant Information

Organization:	Organizer Name:
Address, City, State, Zip Code:	
Daytime Phone:	Email Address:
Name of Contact for Day Of:	Cell Phone Number of Contact:

## Event Details

Event Name:	
Event Date(s):	Proposed Back-Up Date:
River Bend Day Camp <input type="checkbox"/> Gibson Ranch Area 3 <input type="checkbox"/> Hogback Island <input type="checkbox"/>	
River Bend Campfire (primitive site/ natural area/ no permanent restrooms) <input type="checkbox"/>	
Event Start Time:	Event End Time:
Number of Nights:	
Number of Children:	Number of Adults:
Total Anticipated Attendance:	
<i>*Please note: Permits are based off attendance numbers, if attendance changes + or – 50 then you will be required to notify Parks Department and subject to review</i>	
Seeking a Burn Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Will you be using a public address system or any other type of amplified sound equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Overall Event Description:** *(Please give a detailed description of all activities and specific location requested. \*Use attachments when necessary\*)*

**Organizations must allow up to two - three weeks for application to be reviewed.**

**TERMS AND CONDITIONS**

- **Fire permits are required for all campfires.** Campfires are only permitted in certain areas of the park. You will need to acquire a fire permit from the Sacramento Metro Fire Department. Phone: 916-869-4330 or at [www.metrofire.ca.gov](http://www.metrofire.ca.gov). If you require a fire permit at Hogback Island, please contact River Delta Fire District at 916-777-8701. **Please send Recreation Services a copy of your fire permit.**
- Camping fees of **\$5.00 per camper, per night (\$40.00 minimum)** is due before your group may camp.
- All camping applicants must obtain a Certificate of Insurance specifically naming the County of Sacramento Regional Parks as additionally insured. All camping applicants must obtain a Certificate of Insurance in an amount no less than \$1,000,000.00.
- Groups are expected to leave facility in equal or better condition than when they arrived.
- Please allow 4 weeks for processing. Your date is not guaranteed until you are issued a permit.
- Fees are reviewed and revised annually by the Board of Supervisors. Fee changes become effective prior to your use of the facility. New fees will apply if scheduled use is 30 or more days after effective date of the new fee schedule.
- Prompt communication is required for the duration of planning and executing the event. If there is a lack of communication of more than 3 weeks then this could result in termination or denial of event. The primary form of communication will be through email. Please add our email address to your safe sender list to ensure emails are received.

**I, the undersigned representative, am duly authorized by the organization to submit this application on its behalf and understand that the information contained in this application will be available as a public record. The information contained herein is complete and accurate.**

**Applicant Name (printed):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_