

**PROCEDURE FOR SELECTION OF SUMMER SEASON  
RECREATIONAL CAMP AND PHYSICAL FITNESS TRAINING  
LICENSEES ON PROPERTIES OF THE LOS ANGELES COUNTY  
DEPARTMENT OF BEACHES AND HARBORS**

**Introduction**

Because beaches owned or operated by the Department of Beaches and Harbors (Department) and the public areas of Marina del Rey are locations in high demand for recreational camp and physical fitness training programs, an open and competitive selection process to select the most desirable operators, whether private individuals, entities, or non-profit organizations, to provide these programs during the summer season in these high profile and high use locations is warranted. California Government Code Section 25537(c) authorizes the Board of Supervisors to delegate authority to the Department Director to license use of its beach and Marina properties, which, if licensed for less than ten years in duration and not exceeding a maximum monthly amount established by ordinance, may be excluded from a bidding procedure requiring the highest proposal to be accepted. The terms "permit" and "permittee", which have been utilized in the County for over 25 years, as well as "operator", may be used interchangeably with "license" and "licensee" in this procedure.

Operating a recreational camp or physical fitness training program on Department property should not be to the detriment of the use by the public or overtax the area and its facilities. As such, operators conducting recreational camp and physical fitness training programs during the months of June through September (Summer), which are the months when the beaches are in high demand by the public, will be selected pursuant to the new Use License selection procedure. Operations should have a neutral impact on the environment and no adverse effects on the Department's assets or beach operations. The number of appropriate Use License activities will be balanced with other public space demands regardless of whether a particular activity has occurred at the location in the past, the outcome of which may be that the activity is approved, redirected to another more suitable location, scaled down or not licensed at all. Use Licenses issued will designate the licensed activity, the licensed number of participants and the designated location boundaries.

All operators will be expected to comply with all rules, regulations, policies, procedures and ordinances, including the Department minimum safety requirements, rules and regulations attached to the Beach and Harbor Use License Policy as Attachments B and C. All operators will be expected to operate responsibly and safely. At the end of each Use License term, a new selection process will occur.

Existing Use License holders do not hold exclusive or ongoing rights to conduct their activities on Department property where they have traditionally been licensed. Current Use License holders and camp operators that are not in good standing with the County, i.e., those that owe fees to the County, will not be considered for future Use Licenses.

Award of these recreational camp and physical fitness training Use Licenses will not result in exclusive use by the licensees of the locations on which they are licensed to conduct their activities. Temporary licenses that will not, in the Department's opinion, interfere with the programs offered by other licensees will be issued as the Department deems acceptable.

### **Selection Criteria**

Evaluation of summer recreational camp and physical fitness training Use Licenses applicants will be made on a point system. The application for a particular location that receives the highest number of points will be awarded the Use License.

Points will be assigned based upon:

1. The financial remuneration offered to the County, both the prevailing percentage of gross receipts fee set by the Director – 15% in 2012 – and the amount bid for the site location, will be assigned a weighting factor of 5%.
2. The financial capability of the applicant will be assigned a weighting factor of 10%. Applicants must exhibit the necessary financial responsibility and strength to successfully carry out their recreational camp or physical fitness training operations for the term of the multi-year license. Applicants must have the means to adequately staff the proposed recreational operation(s) and comply with all of the requirements of the license.
3. The professional experience of the applicant will be assigned a weighting factor of 25%. Applicants must show past experience successfully managing similar recreational camp or physical fitness training operations and provide the credentials, experience and training of the applicant's staff. The minimum age for Lead Instructors and all Instructors in the water is 18 years of age. Applicants should also identify any professional experience they may have pursuant to license with the Department or other public agencies.
4. Operating plans will be assigned a weighting factor of 15%. Applicants must submit an operating plan for each desired site, which will be evaluated based on the overall reasonableness of the plan, the scope of the instruction to be provided, and the extent to which the plan complies with the requirements of the license. Operating plans should include all aspects of the applicant's proposed program, from drop-off to pick-up of participants.
5. Safety standards will be assigned a weighting factor of 30%. Applicants must submit an Emergency Response Plan which sufficiently demonstrates the applicant's preparedness to handle any potential emergencies that might occur in conjunction with implementing its proposed recreational operation. Applicant's staff must also possess the necessary certifications and be responsible for ensuring that it complies with all of the safety requirements included in Attachments 2 and 3.

It should be noted that each applicant will be expected to meet the minimum safety requirements as provided by the Department and developed in conjunction with the Fire Department's Lifeguard Division. Applications that do not demonstrate the ability to meet the minimum safety requirements will not be considered.

6. Community service will be assigned a weighting factor of 10%. Applicants will need to demonstrate the amount of scholarships or reduced fees given to inner-city and/or low-income youth participants. Applicants will be evaluated based on the number of assisted youth and the amount of fees reduced or scholarships given.
7. Responsiveness will be assigned a weighting factor of 5%. Applicants must clearly address the elements of the license selection requirements through a thorough, well-written recreational camp or physical fitness training Use License proposal.

### **Submitting An Application**

To submit an application for a summer recreational camp or physical fitness training Use License, the applicant will be required to submit the prevailing administrative license fee and an application for each location offered by the Department during a time period designated by the Department. Applicants are entitled to submit applications for as many locations as they desire, but a separate application and Use License fee must be submitted for each desired location and an applicant will only be awarded up to three licenses. In this regard, applicants should be reminded that only operators identified on the Use License as the licensee will be allowed to conduct the licensed program, and recreational camp licensees are not authorized to enter into agreements with non-identified camp operators to perform this service for them. Unsuccessful applicants will receive a refund of 50% of the prevailing administrative license fee upon completion of the license process.

The minimum bid amount for each location will be \$100, and applications not accompanied by a location bid will not be considered. The accepted location fee amount will be paid on an annual basis during the term of the Use License.

Enough information should be provided in each application so that the Department can assess and evaluate the applicant's capabilities and desirability as a proposed Use License holder.

Applicants who are successful in the Use License selection process will be required to pay a portion of the estimated gross receipts identified in their respective applications before their new Use License will be issued. A payment schedule for all summer recreational camp and physical fitness training Use Licenses will apply as follows:

- 25% of estimated gross receipts will be due before the Use License will be issued;



- 25% of estimated gross receipts will be due no later than ten business days after the commencement of the licensed camp or fitness training activity;
- 50% of the actual gross receipts will be due no later than ten business days after the last day of the licensed camp or fitness training activity.

Because the first two percentage gross receipts fee amounts will have been based upon an estimate of gross receipts, additional payment based upon actual gross receipts must be paid in full within 30 calendar days following the licensed camp or fitness training activity and must be submitted with a statement of all charges assessed of participants, including additional charges paid for individual private swimming, surfing or other instruction by participants otherwise enrolled in a summer recreational camp or physical fitness training program; all income received; the number of participants and types and amounts of fees; and the name of any sponsor(s) and terms of sponsorship (provide sponsorship agreement, if one was executed).

Use Licenses will be revoked if gross receipts fees are not submitted according to the payment schedule listed above. Additionally, summer recreational camp and physical fitness training Use License holders who do not pay fees according to the payment schedule will not be considered for future Use Licenses.

### **Term**

A three-year term, with a two-year option period, will be the maximum tenure that will be issued for summer recreational camps and physical fitness training Use Licenses. Consideration for public access and use will always take precedence over a Use License holder's use. Use Licenses do not grant exclusive use of an area by a license holder, and a license may be revoked if at any time an authorized representative of the County finds that the activities being conducted by the licensee unnecessarily endanger the health or safety of any person or that said activities are or will cause damage to real or personal property or are not in compliance with license requirements.

### **License Compliance**

The Department intends to utilize Code Enforcement Officers with citation powers to enforce Use License requirements. Unlicensed operators will also be cited and, if uncooperative, removed from the beach.

Additionally, the Department intends to audit records kept by each Use License operator to ensure total gross receipts are appropriately accounted for and the actual gross receipts payment is properly remitted to the Department. Audits may occur both during and after the dates of camps and training programs.

**Attachments**

Attachment 1 – License locations for summer recreational camps and physical fitness training programs are identified in Attachment 1.

Attachment 2 – Minimum safety and operating requirements for recreational camp and physical fitness training applicants are identified in Attachment 2, which is Attachment B to the Beach and Harbor Use License Policy.

Attachment 3 – Rules and regulations for operating recreational camps and physical fitness training programs on Department property are identified in Attachment 3, which is Attachment C to the Beach and Harbor Use License Policy.

Attachment 4 – Use License application form for proposed summer recreational camp and physical fitness training licensees is attached as Attachment 4.

**BEACHES AND HARBORS  
BEACH USE RENTAL PERMITS**

<b>BEACH TOWER LOCATIONS and OPERATING HOURS</b>				Attachment 1	
<b>BEACH LOCATION</b>	<b>AREA</b>	<b>TYPE OF CAMP</b>	<b>MAX # OF PARTICIPANTS</b>	<b>AVAILABLE HOURS</b>	
Dockweiler	Hyperion Parking Lot	Day Camp	100	10am - 4pm	
Dockweiler	T-40	Day Camp	100	10am - 4pm	
Dockweiler	T-41	Day Camp or Volleyball Camp/Clinic	100	10am - 4pm / 7am - 8pm	
Dockweiler	T-42	Day Camp	100	10am - 4pm	
Dockweiler	T-49	Surf Lessons or Day Camp	100/50	7am - noon / 10am - 4pm	
Dockweiler	T-52	Day Camp	100	10am - 4pm	
Dockweiler	T-54	Day Camp	100	10am - 4pm	
Dockweiler	T-58	Day Camp or Volleyball Camp/Clinic	100	10am - 4pm / 7am - 8pm	
Dockweiler	T-5850	Day Camp	100	10am - 4pm	
Malibu Surfrider	T-1	Surf Lessons	50	7am - noon	
Malibu Surfrider	T-2	Day Camp	100	10am - 4pm	
Malibu Surfrider	T-3	Surf Camp	50	7am - 3pm	
Manhattan Beach	6th St.	Day Camp	100	10am - 4pm	
Manhattan Beach	7th Street	Day Camp	100	10am - 4pm	
Manhattan Beach	8th Street	Day Camp	100	7am - noon / 10am - 4pm	
Manhattan Beach	14th Street	Day Camp	100	10am - 4pm	
Manhattan Beach	26th Street	Surf Class	50	7am - noon	
Manhattan Beach	40th Street	Surf Class	50	7am - noon	
Manhattan Beach	42nd Street	Surf Lessons or Day Camp	50/100	7am - noon / 10am - 4pm	
Manhattan Beach	45th Street	Surf Camp/Lessons	50	7am - noon	
Manhattan Beach	Marine Street	Surf Lessons or Day Camp	100/50	7am - noon / 10am - 4pm	
Manhattan Beach	Pier n/s	Volleyball or Boot Camp or Surf Camp	100/50	7am-8pm / 7am-noon	

**BEACHES AND HARBORS  
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<b>BEACH TOWER LOCATIONS and OPERATING HOURS</b>				<b>Attachment 1</b>	
Manhattan Beach	Pier s/s	Volleyball Camp/Clinic	100	7am - 8pm	
Manhattan Beach	Rosecrans	Day Camp or Volleyball or Surf Lessons	100/100/50	10am-4pm / 7am-8pm/ 7am-noon	
Marina Peninsula	Driftwood s/s	Physical Fitness	100	7am - 8pm	
Mother's Beach	Marina Beach	Day Camp or Fitness or Canoe Class	100	7am - 8pm	
Point Dume	PDC-2	Day Camp	100	10am - 4pm	
Point Dume	PDC-3	Day Camp	100	10am - 4pm	
Point Dume	PDC-4	Day Camp	100	10am - 4pm	
Redondo Beach	Almsworth Court	Day Camp	100	10am - 4pm	
Redondo Beach	Avenue C n/s	Day Camp or Yoga Class	100	10am - 4pm / 7am - 8pm	
Redondo Beach	Avenue C s/s	Volleyball	100	7am - 8pm	
Redondo Beach	Ave E s/s	Day Camp	100	10am - 4pm	
Redondo Beach	Avenue I	Surf Lessons or Day Camp	50/100	7am - noon / 10am - 4pm	
Redondo Beach	Del Mar	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm	
Redondo Beach	Knob Hill s/s	Surfing	50	7am - noon	
Redondo Beach	Pier s/s	Day Camp or Fitness	100	7am - 8pm	
Redondo Beach	Topaz	Day Camp	100	10am - 4pm	
Topanga	Topanga 1	Surf Camp/Lessons	50	7am - noon	
Torrance	Hollywood Riviera s/s	Day Camp	100	10am - 4pm	
Torrance	Play Area	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm	
Torrance	Ramp	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm	
Torrance	Ramp/Torrance	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm	
Torrance	Rat	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm	
Torrance	Torrance n/s	Surfing	50	7am - noon	



BEACHES AND HARBORS  
BEACH USE RENTAL PERMITS

BEACH TOWER LOCATIONS and OPERATING HOURS				Attachment 1
Torrance	Torrance s/s	Surfing	50	7am - noon
Venice	Driftwood	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm
Venice	Navy n/s	Surf Lessons	50	7am - noon
Venice	Pier (n/s)	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm
Venice	Pier (s/s)	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm
Venice	Rose n/s	Surf Lessons	50	7am - noon
Venice	Rose s/s	Day Camp	100	10am - 4pm
Venice	Thornton	Fitness	100	7am - 8pm
Venice	Westminster	Day Camp	100	10am - 4pm
Will Rogers	T-5	Day Camp	100	10am - 4pm
Will Rogers	T-5/6	Day Camp	100	10am - 4pm
Will Rogers	T-6	Day Camp	100	10am - 4pm
Will Rogers	T-7	Day Camp	100	10am - 4pm
Will Rogers	T-8	Day Camp or Fitness	100	10am - 4pm / 7am - 8pm
Will Rogers	T-10	Day Camp	100	10am - 4pm
Will Rogers	T-14	Day Camp	100	10am - 4pm
Will Rogers	T-15	Volleyball or Surf Lessons	100/50	7am - 8pm / 7am - noon
Will Rogers	T-16	Day Camp	100	10am - 4pm
Will Rogers	T-17	Day Camp	100	10am - 4pm
Will Rogers	T-18	Volleyball	100	7am - 8pm
Zuma	Headquarters	Day Camp	100	10am - 4pm
Zuma	T-1	Fitness	100	7am - 8pm
Zuma	T-2	Day Camp or Volleyball Camp/Clinic	100	10am - 4pm / 7am - 8pm



BEACHES AND HARBORS  
BEACH USE RENTAL PERMITS

BEACH TOWER LOCATIONS and OPERATING HOURS				Attachment 1
Zuma	T-3	Day Camp	100	10am - 4pm
Zuma	T-4	Day Camp	100	10am - 4pm
Zuma	T-5	Day Camp	100	10am - 4pm
Zuma	T-6 (n/s)	Day Camp	100	10am - 4pm
Zuma	T-6 s/s	Day Camp	100	10am - 4pm
Zuma	T-8 n/s	Day Camp	100	10am - 4pm
Zuma	T-8 S/S	Day Camp	100	10am - 4pm
Zuma	T-9	Day Camp	100	10am - 4pm
Zuma	T-10	Day Camp	100	10am - 4pm
Zuma	T-11	Day Camp	100	10am - 4pm
Zuma	T-12	Day Camp	100	10am - 4pm
Zuma	T-13	Day Camp	100	10am - 4pm
Zuma	T-14	Day Camp	100	10am - 4pm
Zuma	Trancas	Surf Camp or Day Camp	50/100	7am - noon / 10am - 4pm

**RECREATIONAL CAMP MINIMUM SAFETY AND OPERATING REQUIREMENTS**

\* The words "Instructor" and "Counselor" are interchangeable, as are the words "camper" and "participant".

<b>GUIDELINES</b>	<b>BEACH CAMPS</b>	<b>SURF CAMPS</b>
Safety Standard (Camper to Instructor ratio)	Ten to one on sand; seven to one in water	Ten to one on sand, seven to one in water
Camp Hours	Within Lifeguard Tower operational hours. Exception: If the camp has an experienced Ocean Lifeguard or EMT on staff who is present at the beach, early hours may be permitted, but water activity will be prohibited until the Lifeguard Tower is opened. If additional Lifeguard hours are paid by the operator, as determined by Lifeguards, earlier water activity will be allowed.	Within Lifeguard Tower operational hours. Exception: If the camp has an experienced Ocean Lifeguard or EMT on staff who is present at the beach, early hours may be permitted, but water activity will be prohibited until the Lifeguard Tower is opened. If additional Lifeguard hours are paid by the operator, as determined by Lifeguards, earlier water activity will be allowed.
Eligible Lifeguard Towers	All potential towers are listed on Attachment A. Eligible towers are to be determined at the time the permit is sought.	All potential towers are listed on Attachment A. Eligible towers are to be determined at the time the permit is sought.
Maximum Number of Campers	100, a maximum of 25 campers may be in the water at any one time, which may be reduced at any time for safety reasons as determined by Lifeguards	50, a maximum of 25 campers may be in the water at any one time, which may be reduced at any time for safety reasons as determined by Lifeguards
Training level of <u>Lead</u> Instructor and of <u>All</u> Instructors in the Water	Lead Instructor must take and pass American Red Cross Lifeguard Training & CPR for the Professional Rescuer course with current certification. Minimum age for Lead Instructor and all Instructors in the water is 18 years of age. Desirable qualifications in both the Professional Experience and Safety Standards categories are the employment of EMTs and professional certified Ocean Lifeguards (CSLSA certified or equivalent)	Lead Instructor must take and pass American Red Cross Lifeguard Training & CPR for the Professional Rescuer course with current certification. Minimum age for Lead Instructor and all Instructors in the water is 18 years of age. Minimum 10 years' surfing experience and competent swimming ability (500 meters) to qualify as surfing Instructor. Desirable qualifications in both the Professional Experience and Safety Standards categories are the employment of EMTs and professional certified Ocean Lifeguards (CSLSA certified or equivalent)
Employee Screening	All camp operators must perform background checks, at their own expense, for all employees interacting with youth camp participants.	All camp operators must perform background checks, at their own expense, for all employees interacting with youth camp participants.
Communications	On-site registered cell phone with programmed LACO Lifeguard phone number	On-site registered cell phone with programmed LACO Lifeguard phone number
Plan Approvals	Operator must have approved in advance the following plans: operating; safety/emergency response; and parking/drop-off/pick-up.	Operator must have approved in advance the following plans: operating; safety/emergency response; and parking/drop-off/pick-up.
Waivers and Insurance	Assumption of risk documents holding the County harmless for all participants and medical waivers for all minors. Operators additionally shall provide required insurance in advance to secure license.	Assumption of risk documents holding the County harmless for all participants and medical waivers for all minors. Operators additionally shall provide required insurance in advance to secure license.
Safety/Rescue Equipment and First Aid Supplies	Minimum of one rescue tube, not red, orange or yellow in color. Surf leashes. First aid supplies according to Red Cross standards on-site at all times.	Minimum of one rescue tube, not red, orange or yellow in color. Surf leashes. First aid supplies according to Red Cross standards on-site at all times.
Uniforms (if possible, ALL Surf Instructors from ALL Camps should wear the same colored rash guard)	Brightly colored rash guards preferred for camper when surfing - not red or orange in color. Counselors shall have a different colored rash guard than campers with "INSTRUCTOR" on back side	Brightly colored rash guards for camper when surfing - not red or orange in color. Instructors shall have a different colored rash guard than campers with "INSTRUCTOR" on back side
Check in with Lifeguards	Mandatory before establishing Camp site/water entry	Mandatory before establishing Camp site/water entry
Meeting with Area Captain	Mandatory prior to program	Mandatory prior to program

## **RECREATIONAL (BEACH/SURF) CAMP RULES AND REGULATIONS**

In addition to the requirements on Attachment B, the following additional Rules and Regulations apply for Recreational (Beach/Surf) Camps:

- Each Camp Director must be reachable by phone during camp hours. Each camp's cell phone must be available on the beach at all times during operational hours and monitored on a regular basis for calls and voice mails, with the phone number having been previously registered at the respective Lifeguard Headquarters and with Beaches and Harbors. The Lifeguard Dispatch number will be "programmed" into the beach cell phone.
- All Camp Directors and Lead Instructors must meet with the Lifeguard Area Captains prior to the start of their respective summer operation (emergency vehicle access around/through camp site, bike path crossings, black ball, e.g.). Camp Directors must have previously secured approval of their parking and drop-off/pick-up plans from Beaches and Harbors' Parking Operations Section.
- All Camps offering surfing as part of their curriculum must ensure usage of required surf leashes at all times.
- All Camps must have for all participants under the age of 18 a medical waiver signed by their parents or legal guardians, which can be immediately faxed or scanned in and e-mailed, with emergency information included. There must also be an assumption of risk document holding the County harmless for each participant.
- Camp operators shall notify the Lifeguard Captain on duty, as soon as feasible, of any accident or injury occurring in the operation of their camps, regardless of severity. All rescues and medical aids involving campers, counselors, or other personnel must be documented on company incident slips.
- Lifeguards will have the authority and discretion to relocate a camp location due to hazardous beach or surf conditions.
- The Lifeguard Division will establish a complaint file at respective Lifeguard Headquarters to document repeat violators.

**\*The words "Instructor" and "Counselor" are interchangeable, as are the words "camper" and "participant".**



County of Los Angeles Department of Beaches and Harbors  
**Use License Application for Recreational Camp  
and Physical Fitness Training Permits**  
13837 Fiji Way, Marina del Rey, CA 90292

**Use License Applicant Information:**

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

DBA: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Applicant Credentials:**

No. of Years in Camp/Training Business: \_\_\_\_\_

Professional Experience (Location, duration and description of past camp/training business experience, and credentials, qualifications, and certifications of applicant)  
Please attach additional pages if more space is needed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**References (Minimum 5):**

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

Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nature of relationship:

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Name:

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Company:

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Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nature of relationship:

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Nature of relationship:

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**Safety:**

Safety Standards (Provide an Emergency Response Plan demonstrating the applicant's preparedness to handle any potential emergencies that might occur in conjunction with implementing the proposed recreational operations). Please attach additional pages if more space is needed:

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**Program Details:**

Program Name:

Type of Activity:

Age Level:

Estimated No. of Participants: \_\_\_\_\_ Fee Per Participant: \_\_\_\_\_

Participant/Instructor Ratio:

**Instructor/Staff Details:**

Credentials, Experience, Training, and Age of Instructors/Staff Participating in Program. Please attach additional pages if more space is needed:

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**Camp Programming:**

Operating Plan (The scope of instruction to be provided and the extent to which the plan complies with the requirements of the Use License; plans should include all aspects of the proposed program from drop-off to pick-up). Please attach additional pages if more space is needed:

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**Location:**

Beach Location Requested (1<sup>st</sup> Choice):

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Beach Location Requested (2<sup>nd</sup> Choice):

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Beach Location Requested (3<sup>rd</sup> Choice):

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Date(s) of Use:

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Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

**Community Service:**

Community Service (Supporting documentation for any scholarships and reduced fees given). Please attach additional pages if more space is needed:

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**Financial:**

Financial Capability (Provide the necessary documentation to exhibit the applicant's financial responsibility and strength to successfully carry out the proposed recreational operations for the Use License term; must show the means to adequately staff the proposed recreational operations and comply with all of the requirements of the Use

License). Please attach additional pages if more space is needed:

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Bid Amount for Location Fee (min. \$100): \$ \_\_\_\_\_

Total Estimated Gross Receipts for Program (15%): \$ \_\_\_\_\_

**Bid Proposal:**

Use License Fee:	\$ 200
Location Fee Bid:	\$ _____
Estimated 15% Gross Receipts Fee:	\$ _____
<b>TOTAL:</b>	<b>\$ _____</b>