

Guidelines for Use of Facilities

Violation of these guidelines will result in immediate suspension from using District facilities and any future permitted dates will be revoked.

1. Groups are not permitted to enter the facilities before requested start time, and may not remain in the facilities past their scheduled end time.
2. A valid civic center permit is required for use of all District facilities.
3. Subletting of any District facility will not be permitted and District use permit will be terminated upon confirmation of subletting any District facility.
4. Parking is restricted to designated parking areas only.
5. Alcohol, tobacco products, candles, firearms, fireworks, and open flame cooking are not permitted on District property at any time. Barbeque use with written permission of Director of Building Services.
6. Facility users shall ensure that no profane language or other disorderly or inappropriate conduct is allowed.
7. Appropriate use of District property, e.g., baseball fields will be authorized for baseball only. In season sports will take priority over non season sports.
8. Food trucks are required to obtain a separate Civic Center permit.
9. Facility users are responsible for placing trash in the trash receptacles. Any clean-up of excessive trash left behind will be billed to the group.
10. The facility must be left in the condition it was found. Any repairs required due to damage caused during facility use will be billed to the registered group and may be suspended from future use of facilities.
11. Groups using the auditoriums or stages may not disturb, move or change any of the existing equipment except with the permission of the Director of Building Services and must be done under the supervision of the stage manager or plant manager of the facility.

Additional Guidelines for Field Use:

1. Do not attempt to manually bleed sprinkler lines or adjust water schedule. Any broken pipes or sprinkler heads caused by a group will be billed to the users.
2. Groups may mark fields with chalk or sport marking paint - no burning of lines with pesticides is allowed.
3. Playing on wet fields is not permitted. Groups shall call the City of Santa Ana Mud line prior to use during rainy weather. If mud line shows City fields closed, then SAUSD fields are also closed. The Mud line is 714-571-4201.
4. Notify Building Services immediately of any hazardous conditions found on the fields at 714-796-9079.
5. No structures may be erected or assembled on District facilities. No storage of equipment is permitted.
6. Groups using synthetic fields must follow all synthetic field rules and regulations that are posted at the field. Failure to comply with rules and regulations shall result in immediate suspension of use of synthetic fields.
7. When submitting an application for competitions, all groups must be identified on the permit, provide insurance, and be approved by the District prior to use of the field. Violation will be considered subletting of the fields and may result in permits being revoked for all groups.
8. Team credentials must match the group name the Civic Center permit issued. Credentials and permit must be on-site at all times during use.
9. Field user groups having more than one affiliated group are treated as separate groups. Fields cannot be shared between the affiliated groups.

Rules for Use of Synthetic Fields

- No Animals (except to assist persons of disabilities)
- Soccer goals must have turf wheels attached
- No Motor Vehicles allowed
- No Chairs, Tables or Canopies
- No Food or Drink, except Water
- No Sunflower Seeds or Gum allowed
- No Tobacco products allowed
- No golfing, shot putting, javelin, or discus throwing
- No Metal cleats may be worn on the field – only formed rubber cleats allowed
- No Painting, Chalking, or other adhesive materials are to be placed
- No Stakes, spikes, or other pointed materials may be used for anchoring anything on the field or track surface
- Fields may be closed at anytime
- Failure to comply with these rules will result in immediate cancellation of reservations