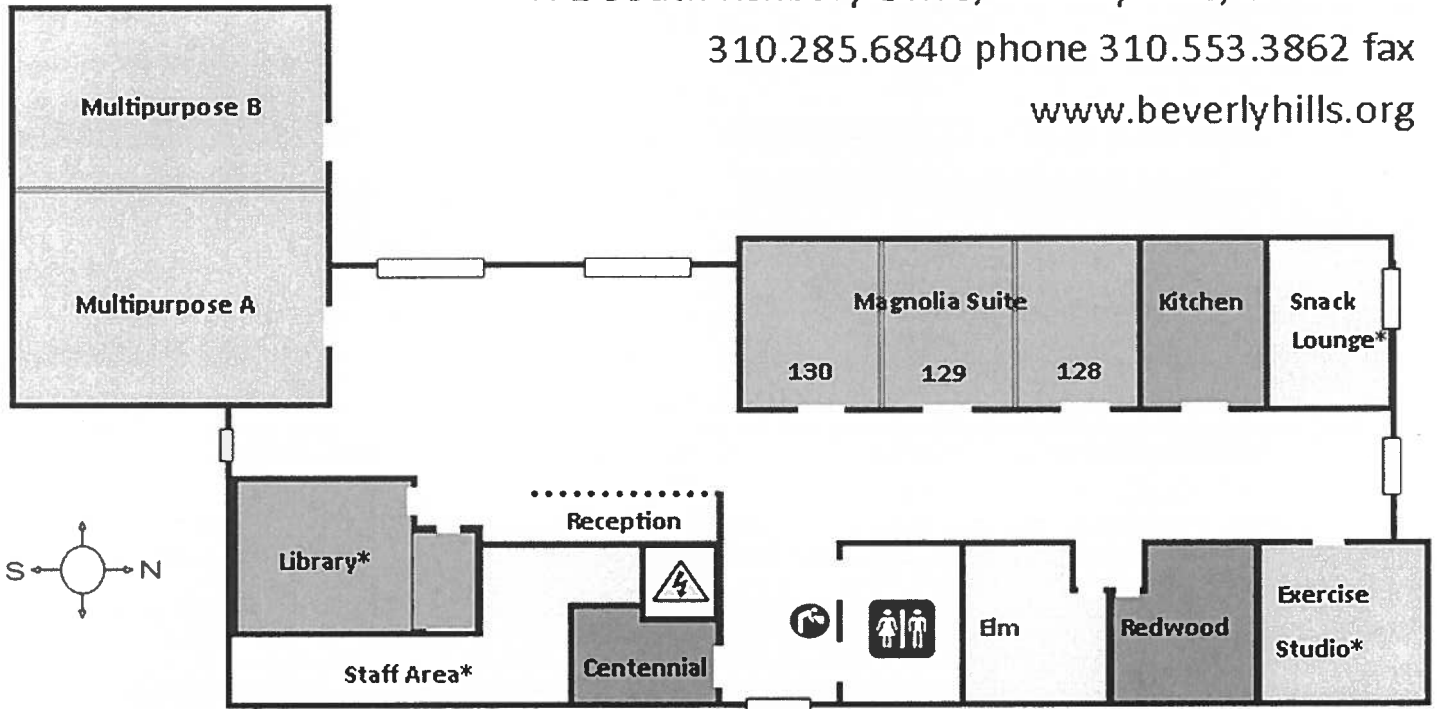
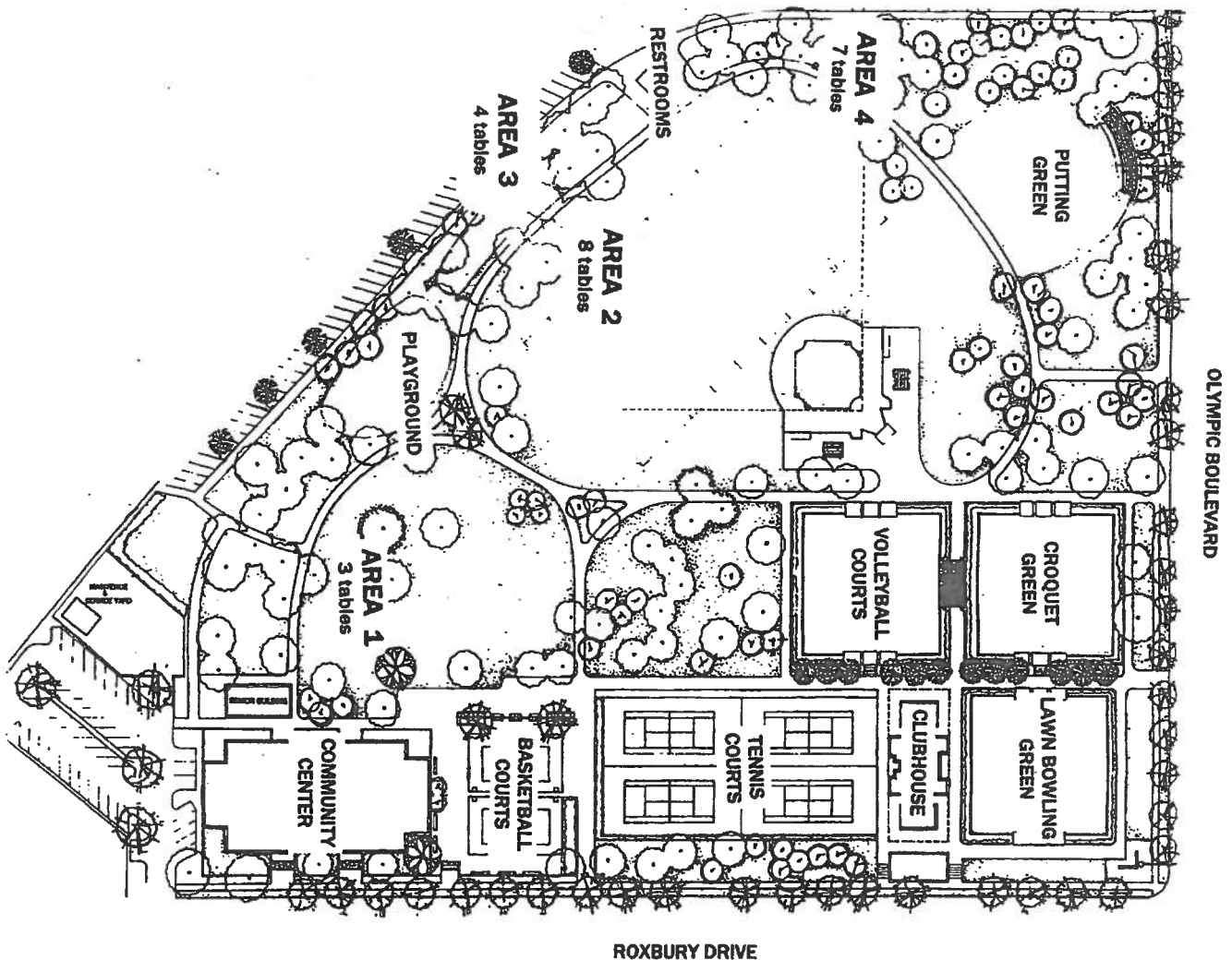


Roxbury Memorial Park and Community Center  
 471 South Roxbury Drive, Beverly Hills, CA 90212  
 310.285.6840 phone 310.553.3862 fax  
[www.beverlyhills.org](http://www.beverlyhills.org)



\* not available for rent



# RENTAL INFORMATION & FEES

## 2014-2015 FISCAL YEAR

- BH residents can reserve 3 months in advance
- BH businesses can reserve 2 months in advance but pay NR rate non-residents can reserve 1 month in advance
- The permit process must be completed 5 days in advance of event date.
- Proof of residence in the form of photo ID and/or a current utility bill is required to qualify for the resident rate.
- Reservations can be made in person only Monday-Friday 8:00-4:00pm with credit card, check or exact change for cash.
- No rentals on holidays: Martin Luther King Jr. Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and the Friday after, Christmas Day and New Year's Day.

### INDOOR

Indoor facilities are available for rent Monday - Friday: 9am – 9:30pm, Saturday and Sunday: 9am – 5pm. Weekend hours can be extended to 9:30pm pending staff availability. \* All room rentals include 6' rectangular tables and chairs. 6' round tables are available in Magnolia Suite only. Rentals have a two hour minimum and require a refundable deposit of two hours rental fee which will be returned upon inspection of the room following your event.

	BH RESIDENT	NON-RESIDENT	CAP
MAGNOLIA (128, 129 or 130)	\$40.00	\$50.00	49
MAGNOLIA - 2 ROOMS	\$60.00	\$75.00	98
MAGNOLIA - FULL SUITE	\$75.00	\$94.00	147
ELM, REDWOOD OR CENTENNIAL	\$40.00	\$50.00	30
MULTIPURPOSE - ROOM A OR B	\$75.00	\$94.00	150
MULTIPURPOSE - FULL SUITE	\$135.00	\$169.00	200
KITCHEN – CATERER USE PER EVENT	\$57.00	\$57.00	n/a
PARK RANGER/FACILITY STAFF	\$57.00	\$57.00	n/a

### OUTDOOR

100 person maximum for any outdoor event.

ATHLETIC FIELD	The field is available for private rental in July and August only. The rest of the year the field is reserved for AYSO and Little League use. No metal cleats allowed.
BASKETBALL COURTS	Drop-in only.
CROQUET GREEN	Drop-in only.
GROUPS USE	This is recommended for larger groups (50-100 guests) and corporate events.
LAWN BOWLING GREEN	For schedule information please contact the club directly at 323.857.6676
PARKING	Metered parking is available around the park Monday-Saturday 8-6pm \$.75 per hour. Sunday's are free.
PICNIC TABLES	The 22 tables available for rent are spread over four areas. Each table rental includes a grill. For event planning purposes; table assignment shall be determined by staff.
PRESCHOOL	A City of Beverly Hills Preschool program licensed by the state of California for children ages 3-5 years old. For more information call 310.285.6822.
PUTTING GREEN	Drop-in only. Putting only, chipping not allowed.
TENNIS COURTS	For reservation information please call the tennis clerk directly at 310.550.4979.
VOLLEYBALL COURT	Drop-in or by reservation. Athletic Field rental rates apply.

ATHLETIC FIELD	BH RESIDENT	NON-RESIDENT
non-profit per hour	\$29.00	\$63.00
private per hour	\$58.00	\$106.00
non-profit group (50-100 guests)	\$53.00	\$107.00
private group (50-100 guests)	\$72.00	\$137.00
per table per day (under 50 guests)	\$14.00	\$29.00
per table per day (over 50 guests)	\$35.00	\$57.00

\* additional charges apply.



CITY OF BEVERLY HILLS  
COMMUNITY SERVICES DEPARTMENT  
455 N. REXFORD DR, ROOM 200  
BEVERLY HILLS, CA 90210

## PARK RULES AND REGULATIONS

To ensure the safety and enjoyment of all park users, the following municipal code is enforced at Roxbury Park, La Cienega Park and Coldwater Canyon Park.

### BEVERLY HILLS MUNICIPAL CODES Sec. 8-1-4 and 8-1-7

#### Activities/items that are prohibited in the Park:

- Alcoholic beverages, smoking or narcotics
- Amplified sound
- Privately owned barbeques, hibachis, smokers or any open fire other than in City provided grills
- Bicycles, skateboards, roller skates, in-line skates or scooters
- Folding tables or chairs
- Canopies, tents, umbrellas, shade structures or portable stages
- Gymnastic equipment
- Kites, gliders, piñatas, silly string or wading pools
- Moon bounces/jumpers, obstacle courses, inflatable decorations or carnival attractions
- Parachute games
- Pony rides, petting zoos, reptile farms or any other type of animal attraction
- Projectiles (e.g. lawn darts, foam planes, water powered rockets)
- Remote controlled vehicles, land or air
- Hanging anything in or from the trees
- Staking items into the ground

#### Activities/items that are prohibited in the Park without additional permits and/or license:

- Bubble, popcorn, cotton candy or similar machines without a Beverly Hills permit
- Entertainers including, but not limited to : characters, magicians, scientists or puppeteers without a current Beverly Hills business license
- Generators without Beverly Hills permit approval
- Sports equipment, except in appropriate areas designated for sports use and with proper permits
- Commercial vehicles such as fire trucks and food service vehicles
- Vendors or caterer without a current Beverly Hills business license

The Department reserves the right to cancel picnic and/or facility permits.

By your signature below the applicant/organization agrees to abide by all City Ordinances and Department Rules and Regulations governing the use of the park. Applicant is also responsible for the cleanup of the area upon departure.

Print name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_