

**City of Burbank Parks and Recreation Department
2026-27 PARK FACILITY PERMIT FEE SCHEDULE
4 HOUR RESERVATION PERIOD**

LAST UPDATED: 7/21/2026

PARK RESERVATION

RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 50	\$ 93.00	\$ 23.25	\$ 117.00	Depends on type of event
51 -- 100	\$ 117.00	\$ 29.25	\$ 117.00	Depends on type of event
101 -- 150	\$ 139.00	\$ 34.75	\$ 232.00	Required
151 -- 199	\$ 163.00	\$ 40.75	\$ 232.00	Required
**200 -- 250	\$ 185.00	\$ 46.25	\$ 232.00	Required
**251 -- 300	\$ 209.00	\$ 52.25	\$ 232.00	Required
**301 -- 400	\$ 232.00	\$ 58.00	\$ 232.00	Required

ROBERT GROSS PARK RESIDENT FEE

INSURANCE REQUIRED

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 400	\$ 578.00	\$ 144.50	\$ 463.00	Required

Alcohol is permitted. Some requirements include: 1. Letter of Intent 2. Certificate of Insurance with Waiver of Subrogation and Additional Insured indicating alcohol use. 3. One Day Alcohol permit (forms provided by Admin).

RESIDENT BMX BIKE/SKATE PARK RENTAL FEE

35 PEOPLE MAX * Documentation Required

Time	*Fee	Additional Hours	Cleaning Deposit	Availability
2 Hours Min	\$ 150.00	\$ 50.00	\$ 117.00	Sunday 9am-12pm
3 Hours Max	\$ 200.00	Not Available	\$ 117.00	

Subject to availability. All skaters must be registered or submit a signed waiver to Valley Skate Park on the day of event (forms provided by Admin).

BALLFIELD RESIDENT FEE

***Documentation Required AND Based on Availability**

Time	*Fee	Additional Hours	Cleaning Deposit
1 Hour Min	\$ 36.00	\$ 36.00	NONE
3 Hours Max	\$ 108.00	Not Available	NONE

NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 50	\$ 139.00	\$ 34.75	\$ 289.00	Depends on type of event
51 -- 100	\$ 174.00	\$ 43.50	\$ 289.00	Depends on type of event
101 -- 150	\$ 209.00	\$ 52.25	\$ 289.00	Required
151 -- 199	\$ 243.00	\$ 60.75	\$ 289.00	Required
**200 -- 250	\$ 278.00	\$ 69.50	\$ 289.00	Required
**251 -- 300	\$ 312.00	\$ 78.00	\$ 289.00	Required
**301 -- 400	\$ 348.00	\$ 87.00	\$ 289.00	Required

ROBERT GROSS PARK NON-RESIDENT FEE

INSURANCE REQUIRED

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 400	\$ 866.00	\$ 216.50	\$ 463.00	Required

NON-RESIDENT BMX BIKE/SKATE PARK RENTAL FEE

35 PEOPLE MAX

Time	*Fee	Additional Hours	Cleaning Deposit	Availability
2 Hours Min	\$ 200.00	\$ 60.00	\$ 289.00	Sunday 9am-12pm
3 Hours Max	\$ 260.00	Not Available	\$ 289.00	

BALLFIELD NON-RESIDENT FEE

***Documentation Required AND Based on Availability**

Time	*Fee	Additional Hours	Cleaning Deposit
1 Hour Min	\$ 71.00	\$ 71.00	NONE
3 Hours Max	\$ 213.00	Not Available	NONE

We **DO NOT** provide bases, lining, or lighting of field. **Ballfield breakdown hours:** 8 am, 9 am, 10 am, 11 am, 12 pm, 1 pm, 2 pm, 3 pm, 4 pm, 5 pm, 6 pm, 7 pm, and 8 pm

***NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)**

****TRASH BIN FEE: \$144.00 (GROUPS OF 200-400)**

***** (1) MOON BOUNCE ADD-ON FEE: \$35.00 (STANDARD SIZE LIMIT 20' X 22')**

2026-27 PARK PERMIT FEE SCHEDULE

2 HOUR RESERVATION PERIOD

FACILITY RESERVATION

Olive and McCambridge RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--35	\$ 43.00	\$ 21.50	\$ 117.00	Depends on type of event

OLIVE ROOM #3, 4, & 5: Subject to availability.

MCCAMBRIDGE ROOM # 1: Subject to availability.

Olive Room #6 RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--35	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Subject to availability.

McCambridge Room #4 RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--100	\$ 118.00	\$ 59.00	\$ 117.00	Depends on type of event

Subject to availability.

Ovrom Room A RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--50	\$ 232.00	\$ 116.00	\$ 117.00	Depends on type of event

Subject to availability: Mon-Thurs. 9:30 AM-7:30PM, Fri.9:30AM-5:30PM, Sat. 9:30AM-11:30AM, Sun. CLOSED NO USE OF KITCHEN

Ovrom Room B RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--50	\$ 232.00	\$ 116.00	\$ 117.00	Depends on type of event

Subject to availability: Mon-Thurs. 9:30 AM-7:30PM, Fri.9:30AM-5:30PM, Sat. 9:30AM-11:30AM, Sun. CLOSED NO USE OF KITCHEN

Ovrom Room A & B RESIDENT FEE *Documentation Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--150 Room A&B	\$ 348.00	\$ 174.00	\$ 232.00	Required

Subject to availability: Mon-Thurs. 9:30 AM-7:30PM, Fri.9:30AM-5:30PM, Sat. 9:30AM-11:30AM, Sun. CLOSED NO USE OF KITCHEN

Olive and McCambridge NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--35	\$ 64.00	\$ 32.00	\$ 289.00	Depends on type of event

Olive Room #6 NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--35	\$ 89.00	\$ 44.50	\$ 289.00	Depends on type of event

McCambridge Room #4 NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--100	\$ 176.00	\$ 88.00	\$ 289.00	Depends on type of event

Ovrom Room A NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--50	\$ 348.00	\$ 174.00	\$ 289.00	Depends on type of event

Ovrom Room B NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 50	\$ 348.00	\$ 174.00	\$ 289.00	Depends on type of event

Ovrom Room A & B NON-RESIDENT FEE

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--150 Room A&B	\$ 520.00	\$ 260.00	\$ 289.00	Required

NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)***NO TAPING, STAPLING, OR HANGING ITEMS ON THE WALLS IS ALLOWED INSIDE OUR FACILITIES**

City of Burbank Parks and Recreation Department
2026-27 PARK PERMIT FEE SCHEDULE
2 HOUR RESERVATION PERIOD
FACILITY RESERVATION

LAST UPDATED: 7/21/2026

Mary Alvord Log Cabin RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Subject on Availability.

Mary Alvord Lower Assembly RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Subject on Availability.

Robert Gross Building RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Subject on Availability - Key deposit required.

Maxam Recreation Building RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Based on Availability - Key deposit required.

Mary Alvord Log Cabin NON-RESIDENT FEE				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 89.00	\$ 44.50	\$ 289.00	Depends on type of event

Mary Alvord Lower Assembly NON-RESIDENT FEE				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 89.00	\$ 44.50	\$ 289.00	Depends on type of event

Robert Gross Building NON-RESIDENT FEE				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 89.00	\$ 44.50	\$ 289.00	Depends on type of event

Maxam Recreation Building NON-RESIDENT FEE				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 35	\$ 89.00	\$ 44.50	\$ 289.00	Depends on type of event

***NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)**

****NO TAPING, STAPLING, OR HANGING ITEMS ON THE WALLS IS ALLOWED INSIDE OUR FACILITIES**

City of Burbank Parks and Recreation Department
FY 2026-27 PARK PERMIT FEE SCHEDULE

LAST UPDATED: 7/21/26

4 HOUR RESERVATION PERIOD

BURBANK BASED NON-PROFIT PARK RESERVATION

NON-PROFIT PARK FEE *Documentation Required					
Group Size	*Fee		Additional Hours	Cleaning Deposit	Insurance
1 -- 50	\$	47.00	\$ 11.75	\$ 117.00	Depends on type of event
51-100	\$	58.00	\$ 14.50	\$ 117.00	Depends on type of event
101 -- 150	\$	70.00	\$ 17.50	\$ 232.00	Required
151 -- **199	\$	82.00	\$ 20.50	\$ 232.00	Required
**200 -- 250	\$	93.00	\$ 23.25	\$ 232.00	Required
**251 -- 300	\$	105.00	\$ 26.25	\$ 232.00	Required
**301 -- 400	\$	116.00	\$ 29.00	\$ 232.00	Required

NON-PROFIT ROBERT GROSS PARK FEE *Documentation Required					
Group Size	*Fee		Additional Hours	Cleaning Deposit	Insurance
1 -- 400	\$	289.00	\$ 72.25	\$ 463.00	Required

Alcohol is permitted. Some requirements include: 1. Letter of Intent 2. Certificate of Insurance with Waiver of Subrogation and Additional Insured indicating alcohol use. 3. One Day Alcohol permit (forms provided by Admin).

NON-PROFIT BMX BIKE/SKATE PARK RENTAL FEE 35 PEOPLE MAX					
Time	*Fee		Additional Hours	Cleaning Deposit	Availability
2 Hours Min	\$	150.00	\$ 50.00	\$ 117.00	Sun 9:00am-12:00pm
3 Hours Max	\$	200.00	Not Available	\$ 117.00	

Subject to availability. All skaters must be registered or submit a signed waiver to Valley Skate Park on the day of event (forms provided by Admin).

NON-PROFIT BALLFIELD FEE *Documentation Required AND Based on Availability					
Time	*Fee		Additional Hours	Cleaning Deposit	
1 Hour Min	\$	19.00	\$ 19.00	N/A	
3 Hours Max	\$	57.00	Not Available	N/A	

We DO NOT provide bases, lining, or lighting of field. **Ballfield breakdown hours:** 8 am, 9 am, 10 am, 11 am, 12 pm, 1 pm, 2 pm, 3 pm, 4 pm, 5 pm, 6 pm, 7 pm, and 8 pm

***NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)**

****TRASH BIN FEE: \$144.00 (GROUPS OF 200-400)**

*****(1)MOON BOUNCE ADD-ON: \$35.00 (STANDARD SIZE LIMIT 20' X 22')**

City of Burbank Parks and Recreation Department
FY 2026-27 PARK FACILITY PERMIT FEE SCHEDULE
2 HOUR RESERVATION PERIOD

LAST UPDATED: 7/21/26

BURBANK BASED NON-PROFIT GROUP FACILITY RESERVATION

McCambridge Room # 1 AND #2 FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 22.00	\$11.00	\$ 117.00	Depends on type of event

Subject to availability.

McCambridge Room #4 FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--100	\$ 59.00	\$ 29.50	\$ 117.00	Depends on type of event

Olive Rooms #3, #4, and #5 FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 22.00	\$11.00	\$ 117.00	Depends on type of event

Subject to availability.

Olive Room #6 FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 29.00	\$ 14.50	\$ 117.00	Depends on type of event

Mary Alvord Log Cabin FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 29.00	\$ 14.50	\$ 117.00	Depends on type of event

Subject to availability ; Key must be picked up upon arrival at Verdugo Park Office. A key deposit is required.

Mary Alvord Room #1 FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 22.00	\$11.00	\$ 117.00	Depends on type of event

Mary Alvord Lower Assembly Building (LAB) FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 29.00	\$ 14.50	\$ 117.00	Depends on type of event

Subject to availability.

Larry Maxam Recreation Building FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 29.00	\$ 14.50	\$ 117.00	Depends on type of event

Robert Gross Park Recreation Building FEE				
Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 29.00	\$ 14.50	\$ 117.00	Depends on type of event

Subject to availability; Coordinate with Sports Office for availability

***NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)**

****NO TAPING, STAPLING, OR HANGING ITEMS ON THE WALLS IS ALLOWED INSIDE THE FACILITIES**

City of Burbank Parks and Recreation Department
FY 2026-27 PARK FACILITY PERMIT FEE SCHEDULE
2 HOUR RESERVATION PERIOD

LAST UPDATED: 7/21/26

BURBANK BASED NON-PROFIT GROUP FACILITY RESERVATION

Ovrom Room A RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--50	\$ 113.00	\$ 56.50	\$ 117.00	Depends on type of event

Ovrom Room B RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1--50	\$ 116.00	\$ 58.00	\$ 117.00	Depends on type of event

Subject to availability: Mon- Thurs. 9:30 AM- 7:30PM, Fri. 9:30AM-5:30PM, Sat. 9:30AM- 11:30AM, Sun. CLOSED **NO USE OF KITCHEN**

Ovrom Room A & B RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
250 Max Room A&B	\$ 174.00	\$ 87.00	\$ 232.00	Required

Subject to availability: Mon- Thurs. 9:30 AM- 7:30PM, Fri. 9:30AM-5:30PM, Sat. 9:30AM- 11:30AM, Sun. CLOSED **NO USE OF KITCHEN**

***NONREFUNDABLE APPLICATION FEE: \$33.00 (APPLIED TO ALL SUBMISSIONS)**

****NO TAPING, STAPLING, OR HANGING ITEMS ON THE WALLS IS ALLOWED INSIDE OUR FACILITIES**

City of Burbank Parks and Recreation Services Department
2026-27 PARK PERMIT FEE SCHEDULE
2 HOUR RESERVATION PERIOD

LAST UPDATED: 7/21/2026

COMMERCIAL PARK RESERVATION

COMMERCIAL PARK FEE *Insurance Required

Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 25	\$ 70.00	\$ 35.00	\$ 349.00	Required
26--50	\$ 93.00	\$ 46.50	\$ 349.00	Required
51 -- 100	\$ 117.00	\$ 58.50	\$ 349.00	Required
101 -- 200	\$ 163.00	\$ 81.50	\$ 349.00	Required
201 -- 300	\$ 209.00	\$ 104.50	\$ 349.00	Required
301 -- 400	\$ 232.00	\$ 116.00	\$ 349.00	Required

COMMERCIAL BALLFIELD FEE

*Documentation Required AND Based on Availability

Time	*Fee	Additional Hours	Insurance
1 Hour Min	\$ 89.00	\$ 89.00	Required
3 Hours Max	\$ 267.00	Not Available	Required

We DO NOT provide bases, lining, or lighting of field. **Ballfield breakdown hours:** 8 am, 9 am, 10 am, 11 am, 12 pm, 1 pm, 2 pm, 3 pm, 4 pm, 5 pm, 6 pm, 7 pm, and 8 pm

***NONREFUNDABLE APPLICATION FEE: \$223.00 (APPLIED TO ALL SUBMISSIONS)**

****TRASH BIN FEE: \$144.00 (GROUPS OF 200-400)**

*****⁽¹⁾MOON BOUNCE ADD-ON FEE: \$35.00 (STANDARD SIZE LIMIT 20' X 22')**

**City of Burbank Parks and Recreation Department
FY 2026-27 PARK FACILITY PERMIT FEE SCHEDULE**

LAST UPDATED: 7/21/26

2 HOUR RESERVATION PERIOD

COMMERCIAL GROUP FACILITY RESERVATION

McCambridge Room # 1 AND #2 FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 84.00	\$42.00	\$ 349.00	REQUIRED

Subject to availability.

McCambridge Room #4 FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--100	\$ 235.00	\$ 117.50	\$ 349.00	REQUIRED

Olive Rooms #3, #4, and #5 FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 84.00	\$42.00	\$ 349.00	REQUIRED

Subject to availability.

Olive Room #6 FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 118.00	\$ 59.00	\$ 349.00	REQUIRED

Mary Alvord Log Cabin FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 118.00	\$ 59.00	\$ 349.00	REQUIRED

Subject to availability; Key must be picked up upon arrival at Verdugo Park Office. Key deposit is required.

Mary Alvord Room #1 FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 84.00	\$42.00	\$ 349.00	REQUIRED

Mary Alvord Lower Assembly Building (LAB) FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 118.00	\$ 59.00	\$ 349.00	REQUIRED

Subject to availability.

Larry Maxam Recreation Building FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 118.00	\$ 59.00	\$ 349.00	REQUIRED

Robert Gross Park Recreation Building FEE

Group Size	Fee	Hourly Rate	Cleaning Deposit	Insurance
1--35	\$ 118.00	\$ 59.00	\$ 463.00	REQUIRED

Subject to availability; Coordinate with Sports Office for availability.

***NONREFUNDABLE APPLICATION FEE: \$223.00 (APPLIED TO ALL SUBMISSIONS)**

****NO TAPING, STAPLING, OR HANGING ITEMS ON THE WALLS IS ALLOWED INSIDE OUR FACILITIES**