



Encroachment Permit Application

403 W. Hillcrest Drive, Thousand Oaks, CA 91360

Phone: 805.495.6471 | Fax: 805.497.3199 | Email: parks@crpd.org

PERMITTEE/CONTRACTOR INFORMATION

Permittee:	Contractor:
Contact Name:	Contact Name:
Address:	Address:
Email:	Email:
Phone:	Phone:
Signature:	Signature:

DESCRIPTION OF PERMITTED ENCROACHMENT

Location Address:		
Start Date:	End Date:	No. of Days:
If permittee is placing a temporary portable generator, the fee is \$50 per day		Total Fee:
Permitted Activities (include name of carrier):		

INSURANCE/LICENSE INFORMATION

Contractor's License Type and Number:	
Insurance Carrier:	
Policy Number:	Expiration Date:
Verified by (CRPD Employee):	Date:

CRPD/COSCA CONDITIONS

Permittee must comply with all City regulations and standards. Permittee must contact CRPD Parks and Planning at least 48 hours prior to initial entry. All vehicles must remain on established roads. All applicable fire and safety controls must be in place. Permittee is responsible for any damage to CRPD property. If permittee is placing a temporary portable generator on District property, please see attached permit conditions. Contact Park Rangers at 805-402-9551 for entry into open space.

HOLD HARMLESS STATEMENT

The permittee agrees to indemnify and hold harmless CRPD and COSCA, their Directors, Officers, Agents, and Employees, from any and all losses, hazards, costs, charges, damages, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of the activities conducted herein. Permittee shall provide a Certificate of Liability Insurance with a minimum of \$1,000,000 GL per occurrence and \$2,000,000 aggregate, and an Additional Insured Endorsement that names CRPD and COSCA, their Directors, Officers, Agents, and Employees as an additional insured.

AUTHORIZATION

CRPD hereby authorizes encroachment based on the project description and conditions contained herein. This permit is valid ONLY if there is a signature below.

Issued by: _____ Date: _____

POST WORK INSPECTION

Upon inspection of the above-referenced work, CRPD verifies that the work was performed to CRPD standards and that the Permittee has satisfied all conditions relative to the project. The signature below by a CRPD authorized agent constitutes completion of the project and final release of Permittee's responsibilities.

Inspected by: _____ Date: _____ Permittee: _____ Date: _____