

Special Event Fees (effective: 10/2026-9/2027)

- Non-Refundable application fee is due at the time of submission
- Refundable Security Deposit fee is due at the time of submission
- **Fee ranges below are listed to provide an estimate.** Actual fees will be calculated once the application is reviewed and must be paid 30 days prior to the event.
- All fees can be paid by **credit/debit card, check, or cash** using one of the following methods:
 - **In Person:** Recreation Services Counter, located inside the Pleasanton Library
 - **By Mail:** Make checks payable to **City of Pleasanton** and mail to: **Attn: Special Events, PO Box 520, Pleasanton, CA 94566**
 - **By Phone:** Call 925-931-5340
 - **Credit/Debit Card Fee:** A **2.5% credit card processing fee** will be added to all credit/debit card payments.

Non- Refundable Special Event Application Fee:

- | | |
|--|---|
| • For-Profit Vendors/Organizations
\$250 | • Non-Profit Organizations
\$75 |
|--|---|

**Refundable Security Deposit Fee:
(Applied towards other fees and/or refunded at completion of event)**

- | |
|--|
| • Refundable Security Deposit
\$1000 |
|--|

Additional City Direct Support Fees: (may apply)

- | | |
|---|---|
| • Police Officer
\$210 per hour | • Police Sergeant
\$244 per hour |
| • Community Services Officer
\$97 per hour | • Park Landscape Maintenance Worker I
\$81 per hour |
| • Park Landscape Maintenance Worker II
\$99 per hour | • Street Maintenance Worker II
\$99 per hour |
| • Recreation Leader II
\$20 per hour | • Recreation Leader III
\$23 per hour |
| • Seasonal Senior Rec Leader
\$28 per hour | • Recreation Coordinator
\$101 per hour |
| • Traffic Engineering Technician III
\$133 per hour | • Theater Technician
\$113 per hour |
| • Operations Services Maintenance Lead
\$131 per hour | • Operations Services Maintenance Supervisor
\$143 per hour |

**Some positions may require additional overtime charges –
Overtime charges do not include employee benefit costs**

- | | |
|--|---|
| • Police Officer
\$108 per hour | • Police Sergeant
\$132 per hour |
| • Community Services Officer
\$71 per hour | • Parks Landscape Maintenance Worker I
\$61 per hour |
| • Park Landscape Maintenance Worker II
\$77 per hour | • Street Maintenance Worker II
\$77 per hour |
| • Recreation Leader II
\$31 per hour | • Recreation Leader III
\$35 per hour |
| • Seasonal Senior Rec Leader
\$42 per hour | • Recreation Coordinator
\$76 per hour |
| • Traffic Engineering Technician III
\$110 per hour | • Theater Technician
\$77 per hour |
| • Operations Services Maintenance Lead
\$87 per hour | • Operations Services Maintenance Supervisor
\$100 per hour |

Miscellaneous Fees: (may apply)	
Temporary No Parking Signs	Trash Cans/Liners
Barricades	Dumping Fees
Traffic Control Plan (TCP)	Alcohol Permit (\$25)
Facility and Park Fees:	
Events utilizing City facilities or parks are subject to rental fees. Details regarding applicable fees can be found here: https://www.cityofpleasantonca.gov/your-community/recreation/facility-picnic-rentals/	

Per the City Master Fee Schedule, the City provides a discount on the actual cost for special events. The chart below reflects the category and the discount.

Direct City Support/Special Events	Category/Description	% Discount on Actual Cost/General Fund Subsidy	Actual Cost Basis (actual costs, including direct costs.)
	PUSD		
	Co-Sponsored Groups	40%	
	Non-Profit Organizations	30%	
	Pleasanton Residents (Private Use)	20%	
	Non-Residents (Private Use) Businesses	0%	