



# Trolley Rental Application San Pedro Historic Waterfront District

Applicant Name \_\_\_\_\_

Contact Phone Number (Circle one: mobile/work) \_\_\_\_\_

Trolley Coordinator on day of event \_\_\_\_\_

Trolley Coordinator mobile phone number \_\_\_\_\_

Date Requested \_\_\_\_\_ Email \_\_\_\_\_

Time Requested (There is a 4 hour minimum)  
Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Route Starting Point  
Name of Venue \_\_\_\_\_

Address of Venue \_\_\_\_\_

Route Ending Point  
Name of Venue \_\_\_\_\_

Address of Venue \_\_\_\_\_

Map of Route - A map of the route shall be submitted with this application.

I have read the Important Trolley Rental Rules and Information and agree to abide by them.

\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

Checks should be made payable to: San Pedro Property Owners' Alliance

Completed applications can be mailed to the following:

San Pedro Historic Waterfront BID  
390 West 7<sup>th</sup> Street, San Pedro, CA 90731  
or emailed to [Lparker@sanpedrobid.com](mailto:Lparker@sanpedrobid.com)  
Questions? Call Lorena Parker at 310-832-2183

**\*\*\*Please see next page for important trolley rental information.\*\*\***

# **Important Trolley Rental Rules and Information**

## **Trolley Coordinator – IMPORTANT**

Applicant must provide an on-site trolley coordinator on the day of the event. Coordinator must stay with trolley driver until he/she is confident that driver knows the route.

## **Signage**

Signage promoting your event may be placed on and in the trolley. All signage must be attached in a manner that permits easy removal without damage to the trolley's finish. Signage shall not obstruct the vision of the coach operator.

## **Route**

A map of the route must be submitted two weeks prior to the event and is subject to approval.

## **Passengers**

The maximum number of passengers, excluding the coach operator, shall not exceed 26 persons.

## **Insurance**

SPPOA shall provide through its trolley operator auto liability insurance coverage in an amount not less than five million (\$5,000,000) dollars and Workers Compensation insurance in an amount of one million (\$1,000,000) dollars.

## **Permits and Taxes**

SPPOA shall be responsible for acquiring and maintaining all necessary permits and licenses required by the City and County of Los Angeles and the State of California for the operation of the trolley.

## **Rent**

Rent shall be \$100 dollars per hour. There is a four hour minimum.

## **Gratuity**

In addition to rental fee, a driver gratuity of \$30.00 shall be paid directly to the driver on the day of the event.

## **Deposit**

A non-refundable deposit of 50% is required at time of trolley reservation. The balance of the rental amount is due 15 days before the day of the event. If the trolley is cancelled less than 15 days before the event, the deposit will be forfeited.

## **Cancellation of Agreement**

Renters who cancel this agreement will not receive a refund of their deposit, with the following exceptions:

- Should the event be canceled due to adverse weather conditions renters shall be relieved of the trolley rent except for any trolley commute time incurred.
- SPPOA may cancel this agreement at any time should the trolley become inoperative or if any permit or insurance required for trolley operation ceases to be in effect.
- All parties agree that this agreement, if cancelled as stated in the preceding paragraph, shall relieve each party of any further liability to the other party.
- Renters who cancel this agreement within 3 to 15 days of the event will receive a 50% refund.

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Lorena Parker, Executive Director 310-832-2183