



Michael Landon Center: Site Specific Rules & Regulations

City of Malibu, Parks & Recreation Department

23825 Stuart Ranch Road, Malibu, CA 90265 (310) 456-2489

ABC's of Events at the Michael Landon Center

1. **Alcohol.** Only beer and wine may be consumed in the Michael Landon Center with special approval. Selling alcohol to guests requires an Alcohol & Beverage Control License. All alcohol must be served in and consumed in the building. No alcohol may be taken outside. (See security)
2. **Capacity.** The Michael Landon Center capacity is 45 people dining and 80 people theater seating.
3. **Fees.** All fees must be paid in full two weeks prior to your event.
4. **Insurance.** A Certificate of Insurance is required for all events with general liability coverage of \$1,000,000 including the City of Malibu being named as additionally insured. Extra fees for alcohol consumption at events will be assessed. Insurance may be purchased through the City of Malibu.
5. **Open Flames.** No open flames are permitted including open flame BBQ's and candles. Catering BBQ's are permitted in designated black-top areas only with the approval of the Recreation Coordinator. A fire extinguisher must be present within 25 feet of the catering BBQ.
6. **Parking.** Malibu Bluffs Park is a public park. All parking is on a first come, first served basis. There are 75 spaces in the parking lot including 3 handicap spaces. Please encourage your guests to carpool.
7. **Permits.** Any events ending later than 10:00 p.m. require a Temporary Use Permit (TUP).
8. **Public Access.** We do not allow exclusive use of any park; public access to the park will not be denied. Walkways must be kept clear of any equipment or obstructions.
9. **Restrooms.** There are 6 restrooms accessible from the inside of the Michael Landon Center. Events expecting 150 or more attendees will be required to provide 1 portable restroom per every 50 guests.
10. **Security.** Alcohol consumption at events requires the presence of security guards during the time of your actual event, not during set-up and clean-up. 1 security guard is required per every 40 people. Please contact the City of Malibu if you need references for local security companies. Proof of security must be presented one week prior to the event.
11. **Smoking.** Smoking is not permitted at Malibu Bluffs Park, at any location, at any time.
12. **Styrofoam.** Styrofoam food service products are not allowed for food service in Malibu (City ordinance No. 276). Please use paper or plastic containers.
13. **Tables and Chairs.** Tables & chairs may only be used while inside. Damaged or missing furniture will result in a deduction from the security deposit.
14. **Tents.** Tents may be no larger than 400 sq. ft. A tent permit must be obtained from the LA County Fire Department Malibu Branch. They can be contacted at (310) 317-1351.
15. **Times of Permit.** If a permitted group remains longer than the hours stated on the permit, a deduction will be taken from the security deposit.
16. **Trash.** All catering, decoration, equipment, and personal trash must be bagged, securely tied, and removed from the location. It is a violation of the municipal code to dispose of solid waste in commercial dumpsters located in the community. Events expecting 150 or more attendees will be required to provide a small roll away dumpster and their own trash cans.
17. **Vegetation.** Removal, trimming and/or cutting of any vegetation or trees is strictly prohibited.