

# FACILITY RENTAL AGREEMENT

## RENTER INFORMATION

Renter Name (Business/Vendor/Personal Name) \_\_\_\_\_

Authorized Representative Name \_\_\_\_\_ Phone # \_\_\_\_\_

Street Address \_\_\_\_\_

Email \_\_\_\_\_ Rental Date(s) \_\_\_\_\_

Arrival \_\_\_\_\_ Departure \_\_\_\_\_ Total # of Hours \_\_\_\_\_ (Include setup/clean up)

Event Type \_\_\_\_\_ this event is  one-time  ongoing

Total Expected Attendance \_\_\_\_\_ Number of Youth \_\_\_\_\_ Number of Adults \_\_\_\_\_

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## RENTAL SITE INFORMATION

Will you be utilizing the \$300 Birthday Package (3 hours and 3 rooms/spaces?)  NO  YES

\*If yes, please click on the 1-3 areas below that you will be using or if no click which area(s)

### CHICO OSTRANDER CLUBHOUSE

- Entire Clubhouse
- Conference Room
- Multipurpose Room
- Art & Science
- Games Room
- Kitchen
- Patio/Outside
- Library

### CHICO TEEN CENTER

- Entire Teen Center
  - Gymnasium
  - Commercial Kitchen
  - Games Room
  - Gymnasium & Com. Kitchen
  - Games Room & Com. Kitchen
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## PAYMENT INFORMATION

- A. Deposit \_\_\_\_\_
- B. Sanitation Fee \_\_\_\_\_
- C. Extra Seating \$25 per 15 people; If yes, how many extra seats? \_\_\_\_\_

TOTAL AMOUNT DUE

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## ADDITIONAL INFORMATION

Please only fill out information pertaining to your agreed upon rental services.

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ALCOHOL  Not Applicable

If Alcohol will be distributed at your event please fill out information below

Vendor Name \_\_\_\_\_ Phone \_\_\_\_\_

Authorized Representative Name \_\_\_\_\_ ABC ID \_\_\_\_\_

Street Address \_\_\_\_\_

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CATERING  Not Applicable

If a food catering service will be at your event, please fill out Caterer Information below:

Vendor Name \_\_\_\_\_ Phone \_\_\_\_\_

Authorized Representative Name \_\_\_\_\_

Street Address \_\_\_\_\_

**\*\* Please Note: This does not apply if food will be provided by a private party such as a renter\*\***

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SECURITY  Not Applicable

If your Event has over 100 people, please fill out Security Company Information below:

Company Name \_\_\_\_\_ Phone \_\_\_\_\_

Authorized Representative Name \_\_\_\_\_ SIA ID \_\_\_\_\_

Street Address \_\_\_\_\_

**\*\* Please reach out with any questions\*\***

# FACILITY RENTAL AGREEMENT

RENTAL NOTES: Please list any notes that you would like the BGCNV to be aware of.

**RELEASE FROM LIABILITY AND INDEMNIFICATION** In consideration of and as a condition for use of the above dated facility, Lessee/Licensee/Renter hereby agrees to assume any and all risks arising out of or incident to the use of said facility and expressly waives any claim that applicant/organization may otherwise have against the Boys & Girls Clubs of the North Valley, the County, and Management based on the use of the Clubs- property or otherwise. Pursuant to this application, Lessee/Licensee/Renter further agrees to indemnify and hold harmless the Boys & Girls Clubs of the North Valley, the County and its officers, agents, employees and volunteers from any and all claims, damages, losses or expenses, including bodily injury, property damage, or other loss of applicant/organization's conduct, the conduct of third parties, or the joint conduct of applicant and the Boys & Girls Clubs of the North Valley. The Lessee/Licensee/Renter is responsible for leaving said facility as clean as when found. If any cleanup damages are identified after usage the applicant/organization will be charged and have all fees deducted from the security deposit. The Lessee/Licensee/Renter agrees to provide a Certificate of Insurance and Additional Insured Endorsement naming the Boys & Girls Clubs of the North Valley and County as additional insured. If the Boys & Girls Clubs of the North Valley or County is not sponsoring this event, then the Boys & Girls Clubs of the North Valley and the County's name is not to be used in association with the event

**\*\* By signing below you are indicating that you have read the Facility Rental Packet in its entirety\*\***

**I HAVE READ, UNDERSTAND, AND AGREE TO ABIDE BY AND ENFORCE THE RULES AND REGULATIONS, INCLUDING THE ALCOHOL POLICY, GOVERNING THE USE OF THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY FACILITIES.**

AUTHORIZED RENTER NAME \_\_\_\_\_ DATE \_\_\_\_\_

AUTHORIZED RENTER SIGNATURE \_\_\_\_\_

AUTHORIZED BGCNV STAFF \_\_\_\_\_ DATE \_\_\_\_\_

AUTHORIZED BGCNV SIGNATURE \_\_\_\_\_