



Arbuckle Parks & Recreation District

309 5TH STREET, PO BOX 1376, ARBUCKLE, CA 95912 | (530) 476-3007

OFFICE RENTAL AGREEMENT

The Renter of any Arbuckle Parks and Recreation District (APRD) properties must sign this Rental Agreement in the space provided below. By doing so, the Renter agrees to adhere to the following requirement and agrees to accept the consequences for failure to do so.

1. **Hours:** Be considerate of the neighborhood and keep noise and music to a minimum. All noise and music must end by 9:00 p.m.
2. **Alcohol:** As per ordinance 01-11, no persons shall possess or consume alcoholic beverages on APRD property unless they are issued a valid permit. The renter will be subject to ejection and prosecution for the consumption of intoxicating beverages by minors, whether it is occurring with or without the Renter's knowledge. The Renter shall indemnify and hold APRD and Colusa County harmless for any liability introduced by the consumption of alcoholic beverages upon APRD property during the rental period.
3. **Insurance:** A Certificate of Insurance must be provided listing APRD as additionally insured for this event only for up to \$1,000,000 (business liability or homeowners).
4. **Nuisance:** The renter is responsible for the conduct of guests during the rental period, causing a public nuisance may, at the discretion of the Sheriff's Department, be grounds for ejection from the facilities.
5. **Trash:** Garbage and litter must be picked up and taken with the Renter. The small garbage cans are for temporary use and need to be emptied before the Renter leaves the facility.
6. **Rental/Personal Items:** All rental/personal items may be delivered to the rental area no more than two hours prior to event unless approved by a special request. All such items must be removed from the facility the same day as the event. All such items remaining on the premises past removal date will incur the additional daily rental fees for the impacted area.
7. **Damage:** Renter will be responsible for any damage fees incurred to the office as a consequence to their reservation. APRD will assess and repair damages and bill the cost to the renter.
8. **Clean Up:** The renter is responsible for leaving the facility in the same condition or better than it was at the time the use began. Judgment as to both the before and after condition shall be at the sole discretion of the APRD or their designee. The user will be initially responsible for all cleanup activities. If the cleanup activities are not sufficient, APRD will conduct the cleanup activities and will charge a fee of \$30 per hour for all such activities.
9. **Minimum Age:** Renters must be at least eighteen years of age, and the event must be supervised by a responsible adult eighteen years of age at all times.
10. **Refunds:** There are no refunds in part or in whole of rental fees, whether due to inclement weather or for any other reason.
11. **Injury/Accidents:** APRD will not be held responsible for any injury or accidents which may occur during the function.
12. **Electrical service** is available for a fee of \$25 per dual outlet and is due prior to event. A Certificate of Insurance must be provided listing APRD as additionally insured (business liability or homeowners.)
13. **Restrooms:** There is one bathroom in the back room of the office. Please make sure to leave it in the same condition or better than it was at the time the use began. Judgment as to both the before and after condition shall be at the sole discretion of the APRD or their designee. The user will be initially responsible for all cleanup activities. If the cleanup activities are not sufficient, APRD will conduct the cleanup activities and will charge a fee of \$30 per hour for all such activities.
14. **Maximum Guests:** A maximum of 50 guests is permitted at the Renter's function unless special agreements are made between Renter and APRD prior to event.
15. **APRD Program Equipment:** Renter is responsible for making sure that all APRD equipment is not touched. This includes but is not limited to: exercise equipment, tot tumbling equipment, steps, weights, jump ropes, mats and balls. Please also make sure that the desks are not disturbed.

Date of Event _____ Time of Event: From _____ to _____ Number of people expected: _____

Organization Name: _____ Address: _____

Contact Name _____ Telephone Number(s) _____

I certify that I have read this Rental Agreement in its entirety and I agree to all rules and responsibilities found therein.

Signed

Date