

City of Stockton
COMMUNITY CENTER RENTAL AGREEMENT

INDIVIDUAL(S) RENTING FACILITY: _____

EVENT: _____ Resident: _____

Date Desired: _____ Time In: _____ Time Out: _____

Approximate number of Guests: _____

It is understood and agreed that the renter assumes full responsibility for any damage to the building or property there-in that occurs during the hours of rental. The renter must be cleaned up and out by midnight with all lights turned off. The key must be returned within 2 business days, unless other arrangements have been made. The deposit will be returned if the building is cleaned, and renters are out by midnight; and in the event of the need to cancel notification of cancellation should be received prior to 24 hours of rental date.

A CERTIFICATE OF INSURANCE will be required to verify homeowners/ renter's insurance coverage for liability purposes, if alcohol is served upon premises.

The renter shall hold the City of Stockton harmless from all liability for injury or death, or loss of or damage to, any person or property that occurs during, or as a result of, the use of facilities by the Renter, and shall indemnify the City for all expenses it may incur as a result of claim or demand by anyone growing out of the use of said facility by the Renter.

Signature of responsible person: _____

Print: _____

Address: _____

Phone: _____

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Check: _____ Cash: _____ Date paid: _____

Keys out: _____ Keys In: _____

Deposit refunded? YES NO Personnel: _____

CITY OF STOCKTON **COMMUNITY CENTER RULES**

- Renter must bag garbage, sweep room(s) and mop when necessary. (Any spills, or rain/snow tracked in, etc). All cleaning supplies are in the marked cabinet in the hallway.
- Eight tables, and the council table shall be in their original position and all chairs must be left around the tables. Any use of extra tables and chairs must be put back in the closet.
- It is the responsibility of the renter to lock all doors, turn off all lights (bathrooms, gym, etc.) and turn the thermostats down to 66* during winter and 68* during summer.
- No smoking in the building, and no alcoholic beverages or drugs on City property will be allowed.
- Cost is \$150 for rental plus a \$75 deposit per event will be charged to any individual, group or organization. Cash or check paid to Stockton City Hall must be received prior to the event. After payment has been made, the key may be picked up.
- The \$75 deposit, if refundable, will be forwarded once the key has been returned and rented room(s) has been inspected. Subject to a 15-day return.
- The key must be returned within 2 business days.