

RENTAL AGREEMENT

NAME: _____ CONTACT PHONE # _____

ADDRESS: _____

CITY/STATE/ZIP: _____

DATE OF HALL USE: _____ START TIME: _____

TYPE OF EVENT: _____ ADMISSION? Yes No

WILL ALCOHOL BE SERVED? Yes No SERVED? _____ SOLD? _____

INSURANCE COMPANY: _____

TERMS AND CONDITIONS

1. Hall to close at 1:00 a.m. on Fridays and Saturdays with clean-up by 2:00 a.m.
(INITIAL) _____ Hall to close at 11:00 p.m. on Sunday through Thursday with clean-up complete by 12:00 a.m.
2. Maximum Occupancy ~ 175 Standing ~ 150 Seated~
(INITIAL) _____
3. Music: must stop no later than 10:30 p.m. Music to be kept at a reasonable DBA level where people can still communicate by voice over the music. No live music or disc jockey music. #_y
Recorded music is acceptable but extreme amplification is not. †
4. Follow the "Hall Rules" posted in the kitchen area and received at time of signing rental agreement.
(INITIAL) _____
5. There is an additional cleaning deposit of \$200.00. The cleaning deposit will be forfeited if there are any noise or other complaints and/or grounds or hall is not left as you found it.
(INITIAL) _____
6. If requested, a copy of your "Certificate of Liability Insurance" must be provided before you receive the keys.
(INITIAL) _____
7. The hall is available to rent to the members of the Wheatland, Rio Oso, Nicolaus, East Nicolaus, Plumas Lake, Arboga, and Pleasant Grove communities.
(INITIAL) _____
8. If alcoholic beverages will be served you must provide "Liability Coverage". If alcohol will be sold at your event, a one day liquor license is required (we will need a copy).
(INITIAL) _____
9. Reservations are on a first-come, first-serve basis.
(INITIAL) _____
10. All rentals are subject to board review.
(INITIAL) _____
11. The building is used at your own risk.
(INITIAL) _____
12. Sub-letting of this rental agreement (hall) is prohibited.
(INITIAL) _____

Make checks payable to: **Rio Oso Farm Bureau Center, Inc.**

Hall Rent \$200.00 _____; plus refundable security deposit of \$200.00 _____

Payments may be as check or as cash.

The undersigned applicant is an authorized official of the group submitting this application. The applicant and related organization making this application assume ALL RISK FOR LOSS, DAMAGE, LIABILITY, INJURY, COST OR EXPENSE that may arise during or be caused in any way by such use or occupancy of the facility. The applicant further agrees that in consideration of being permitted to use said facilities, the applicant and/or the organization will save and hold RIO OSO FARM BUREAU CENTER INC. and their agents and employees free and harmless from any loss, claim, and liabilities or damages and/or injuries to persons and property that in any way may be caused by the applicant's use or occupancy of the facility.

The undersigned agrees that the aforementioned rules, regulations, terms and conditions will be complied with in full.

Renter Signature: _____ Date: _____

A copy of this rental agreement will be faxed to the Sutter County Sheriff's Dept. so that they will have prior notice to the date of your event.

Posted Hall Rules

NO LOUD MUSIC and off at 10:30 p.m. – Please be considerate of close neighbors.

(INITIAL)

Take your garbage home - We have no janitorial or garbage service. Garbage left on premises will result in the loss of your security deposit.

(INITIAL)

Make a final check inside and out before leaving – Checking for any litter (cigarette butts, candy wrappers, cans, etc.) that you may have overlooked.

(INITIAL)

Supplies you will need:

(INITIAL)

- Plastic garbage bags
- Dish towels & dish cloths
- Dish washing liquid
- Paper towels & Toilet Paper (Some will be provided, but you may want to bring extra)

For Heat: Use the thermostat on wall. Do not turn on or off, just adjust. When you leave the hall please turn the temperature down. NOTE: The hall does NOT have air conditioning.

(INITIAL)

For Hot Water: Turn temperature control on hot water heater from “vacation” to “on”.

(INITIAL)

For Ceiling Fans: On/Off switch for ceiling fans is just inside the furnace room on the right.

(INITIAL)

Before you leave:

(INITIAL)

<p>Refrigerator:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Remove all food. <input type="checkbox"/> Clean up any spills. <input type="checkbox"/> Leave temperature gauge as is. 	<p>Stoves/Ovens:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Check stove tops and oven for spills. <input type="checkbox"/> Be sure ovens and burners are turned off. Unplug from ext cord 	<p>Hot Water Heater:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Turn back thermostat to “vacation”.
<p>Tables & Chairs:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Remove any tape on tables or chairs. <input type="checkbox"/> Wipe off tables & chairs. <input type="checkbox"/> Close all windows and blinds. <input type="checkbox"/> Leave 1 chair at the wooden table by the front door. <input type="checkbox"/> Close all windows and blinds. <input type="checkbox"/> Leave 1 chair at the wooden table by the front door. <input type="checkbox"/> Stack all tables in the north-east corner of main room. <input type="checkbox"/> Stack remaining chairs in the carts located in the Women’s & Men’s Lounge first and any remaining chairs in furnace room rack. 	<p>Trash/Garbage and Final Checks:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Bag it and take it with you.</u> Remember to check trash containers in the restrooms. <input type="checkbox"/> Check for running water. <input type="checkbox"/> Make a final check around the outside of hall for trash. <input type="checkbox"/> Dust mop hardwood floors in hall area. <input type="checkbox"/> Wet mop kitchen floor. <input type="checkbox"/> Turn off furnace – lights – ceiling fans <input type="checkbox"/> Lock all doors. 	

Forgotten Items: Items left behind must be claimed within 2 weeks or they will be donated.

(INITIAL)

Decorations: Only Blue Painter’s Tape is approved for fastening decorations.

(INITIAL)

I have toured the hall & understand and agree to its condition.

(INITIAL)

Reservations can be made 1 year in advance.

How did you hear about the hall?

- Live in the area
 Family/Friends
 Facebook
 Other _____

Rio Oso Community Hall:
Physical Address:

P.O. Box 124 Rio Oso, CA 95674
760 4th Avenue Rio Oso, CA 95674