

City of Merced Parks and Community Services

678 W 18th Street
Merced, CA 95340
(209) 385-6855

*On Call (209) 564-9103

For Rental Problems

Applicant's Name: ELISABETE DOBBINS		Address:		City:	Zip Code:
Name of Organization: CHANCE DOBBINS SR. CHARITY/CLUB 67		Primary Phone (Area Code):		Secondary Phone (Area Code):	
Room to be reserved - Please Circle:					
Rossotti Ed-Zoo-Cation		Rotary Scout Hut			
Sam Pipes Conference Room		Council Chambers		Merced Community Senior Center	
Nature of Event: SOCIAL & DANCE		Event Date: ONE FRIDAY PER MONTH	Time: 5:00 PM – 11:00 PM		Estimated Attendance 100 - 150
Public Event? Yes No	Equipment Requirements:				
Event used to raise money? Yes No	Senior Center Use Only				
Admission Charged? Yes No	☐ Chairs - Theatre Style ☐ Chairs and Tables – Classroom Style ☐ Chairs and Tables – Banquet Style with Dance Floor ☐ Stage ☐ Kitchen Facilities ☐ Portable Coffee Maker(s) ☐ P.A. System ☐ U.S. Flag ☐ California Flag				
STANDARD RENTAL FEES					
Other <u>Chairs and tables – banquet style</u> <u>Event time is 6pm – 10 pm. Requesting 6 hours total to include set-up and clean-up.</u>					
<u>APPLICANT'S AGREEMENT</u> I have read this agreement and accept the facility for which this application is made in an "AS IS" condition. In consideration of the minimal fees paid for use of the facility, the applicant is to indemnify, defend and hold harmless the City of Merced, its officers, officials, employees, agents, and volunteers ("City and City Personnel") from all actions, liabilities, claims, damages to persons or property, losses, costs, penalties, obligations, errors, or omissions that may be asserted or claimed by any person, firm, or entity arising out of or in connection with the activities conducted by the applicant, whether or not there is concurrent passive or negligence on the part of City or City Personnel. The use of glitter or confetti is prohibited. Alcohol is not allowed at any of our facilities, except the Senior Center.					
<u>NOTICE TO APPLICANT:</u> All rentals must be cancelled no later than 2 weeks before the event date, <u>except the Senior Center, which must be cancelled at least 30 days before the event.</u> Refunds may be subject to a 25% assessment fee for administrative costs. Failure to cancel within the specific time frame will result in forfeiture of deposit and all rental fees.					
Signed _____			Date _____		
-OFFICE USE ONLY-			<u>Department Authorized Signature:</u>		
<u>FEES</u>			_____ Date: _____		
Contracted Hours	6 @ \$150	\$ 900	☐ Approved ☐ Denied		
Deposit (\$300/event)		\$ 300	☐ Set up Diagram (at least 2 weeks prior to event if applicable)		
Set-up Fee		\$ 125	☐ Certificate of Insurance in compliance with City of Merced. (Through City's Insurance Dept.)		
Cleaning Fee		\$ 366	☐ Security Contract		
Bounce House Fee		\$ N/A	☐ Dance Permit		
TOTAL		\$ 1,691	☐ ABC License (if liquor is to be sold)		
Please make check payable to <u>City of Merced.</u> * Returned checks will result in cancellation of event and/or additional charges.			☐ Added to Computer By: _____		