

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

APPLICATION AND AGREEMENT FOR USE OF FACILITIES

Applicant's Name: GINA THOMAS	Address: 644 W. 20th STREET	City: MERCED	Zip Code: 95340
Name of Organization: MERCED COUNTY RESCUE MISSION MISSION MERCED INCORPORATED		Primary Phone (Area Code): (209) 722-9269	Secondary Phone (Area Code): [REDACTED]

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: FUNDRAISER	Event Date: 10/8/2022	Time: 10:00 AM TO 3:00 PM	Estimated Attendance Total 160
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Public Event?
Yes No

Equipment Requirements:
Senior Center Use Only

- 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

Event used to
raise money?
Yes No

CO-SPONSORSHIP RENTAL FEES

Admission
Charged?
Yes No

Other: Event time is 11 AM to 2 PM. Requested 2 hours for set up on Friday, October 7th. Renter to receive one hour before (set up) and one hour after (clean up) event at no charge. Total use time, including Friday set up is 7 hours.

ADDITIONAL DATES: **Future events to be held on 2nd Saturday in October.**

APPLICANT'S AGREEMENT

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.**

NOTICE TO APPLICANT:

All rentals must be cancelled no later than 2 weeks before the event date, **except the Senior Center, which must be cancelled at least 30 days before the event.** 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-

FEES

Contracted Hours 7 @ \$ 40 \$ 280.00

Deposit (\$50 deposit on file, no charge) \$ 0.00

Set-up Fee \$ _____

Cleaning Fee \$ 45.00

Bounce House Fee \$ _____

TOTAL \$ 325.00

Department Authorized Signature:

Date: _____

Approved Denied

Set up Diagram (at least 2 weeks prior to event if applicable)

Certificate of Insurance in compliance with City of
Merced. (Through City's Insurance Dept.)

Security Contract

Dance Permit

ABC License (if liquor is to be sold)

Added to Computer By: _____

Please make check payable to **City of Merced.**

* Returned checks will result in cancellation of event
and/or additional charges.