

City of Merced Parks and Community Services

*On Call (209) 564-9103

632 W 18th Street

For Rental Problems

Merced, CA 95340

(209) 385-6855 fax (209) 726-5327

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 Day Phone (Area Code): (209) 722-9269 Evening Phone (Area Code): (209) 626-7595

Room to be reserved - Please Circle: Sam Pipes Conference Room Merced Community Senior Center

Nature of Event: FUNDRAISER Event Date: 10/19/19 Time: 10 AM TO 3 PM Estimated Attendance: Adults Minors Total 200

Public Event? Yes No Equipment Requirements: 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. Other: Event time is 10 AM to 3 PM. Requested 2 hours for set up on Friday, October 18th. Renter to receive one hour before (set up) and one hour after (cleanup) at no charge. Total use time, including Friday set up is 7 hours. CO-SPONSORSHIP RENTAL FEES

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.

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. A "Refund Appeal" must be filled out when requesting a refund and may be subject to a 25% assessment fee for administrative costs. Failure to do so will result in forfeiture of deposit and all rental fees.

Signed Gina Thomas Date 5-15-19

-OFFICE USE ONLY-

FEES

Table with 2 columns: Fee Name, Amount. Rows include Contracted Hours (\$7 @ \$40 = \$280.00), Deposit (refundable) \$50.00, Set-up Fee \$, Kitchen Fee \$, Cleaning Fee \$45.00, TOTAL \$375.00

Department Authorized Signature:

Michelle Reid Date: 5/15/19

- Approved Denied
Set up Diagram (at least 2 weeks prior to event if applicable)
Certificate of Insurance in compliance with City of Merced.
Contracted Security/Dance Permit
ABC License (if liquor is to be sold)
Added to Computer By: [Signature]

Please make check payable to City of Merced. Returned checks will result in cancellation of event and/or additional charges.