

# City of Merced Parks and Community Services

632 W 18<sup>th</sup> Street  
Merced, CA 95340  
(209) 385-6855 fax (209) 726-5327

\*On Call (209) 564-9103  
For Rental Problems

## APPLICATION AND AGREEMENT FOR USE OF FACILITIES

Applicant's Name: <b>LUCS LARA</b>	Address: <b>1500 Bell DRIVE DR</b>	City: <b>ATWATER</b>	Zip Code: <b>95301</b>
Name of Organization: <b>CALIFORNIA HIGHWAY PATROL</b>	Day Phone (Area Code):	Evening Phone (Area Code):	

Room to be reserved - Please Circle:

Sam Pipes Conference Room

Merced Community Senior Center

Nature of Event: <b>Memorial SIGN DEDICATION</b>	Event Date: <b>7/26/2019</b>	Time: <b>10:30 AM- 1:00 PM</b>	Estimated Attendance Adults	Minors	Total <b>100-150</b>
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Public Event?  
☒ Yes ☐ No

Event used to  
raise money?  
☐ Yes ☒ No

Admission  
Charged?  
☐ 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 **ABOUT 10 TABLE FOR FINGER FOODS, ETC**

ADDITIONAL DATES:

### 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 \_\_\_\_\_

Date: **6/11/2019**

### -OFFICE USE ONLY-

#### FEES

Contracted Hours \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Deposit \$ \_\_\_\_\_

Set-up Fee \$ \_\_\_\_\_

Kitchen Fee \$ \_\_\_\_\_

Cleaning Fee \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

Department Authorized Signature:

*Michelle Reid*

Date: **6/11/19**

- ☒ 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 Licenser (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.