

Application & Agreement for Use

Date Received:

Check List:

Scheduled

Deposit Paid

Centennial Cultural Center

A City of Oroville Cultural Facility
1931 Arlin Rhine Drive, Oroville, CA 95965

1931 Arlin Rhine Drive, Oroville, CA 95965
Mail to: 1735 Montgomery St. Oroville, CA 95965

Areas Required Rehearsal/Set-up Dates Rehearsal/Set-up Dates Requestor Name Requestor Name Requestor Phone No. Organization Address Requestor Phone No. Alcohol Permit (if needed) No. of Guests (Separate Application to accompany the ABC License) Restinated Event Cost: Minimum \$2.00 per person in attendance Facility Use Fee: Hours (include Setup and Cleanup) No. Days of Use Total: \$ Alcohol Permit: Date Issued: Total: \$ Deposit if there will be no food or beverages at the event.) (No Deposit if there will be no food or beverages at the event.) (Deposit is refundable if the building is returned in the condition it was received) Deposit Full Refund YES NO By Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: ** Staff will open and close the building, keys will not be supplied to the any applicant. ** The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Croville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of, Checks or Purchase Orders made out to City of Oroville								ABC License
Rehearsal/Set-up Dates Activity or Event Title Requestor Name Requestor Phone No. Organization Address Insurance Company Alcohol Permit (if needed) Refusil Refusil Repulse Set Minimum \$2.00 per person in attendance Facility Use Fee: Hours (include Setup and Cleanup) No. Days of Use Total: \$ Alcohol Permit: Date Issued: Total: \$ DEPOSIT: \$150.00 Date Received (No Deposit if there will be no food or beverages at the event.) (Not Deposit full Refund Perposit Full Refund Total Use Estimate: \$ (Not Including Deposit) Perposit Full Refund Total Use Estimate: \$ Applicants Signature: Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: Total Separate Application to accompany the ABC License) Fee Paid: \$ Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: Total Use Estimate: \$ The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreerment. The User agrees to indemnify, defend and hold harmless the City of Oroville Total Visual Security of Chairs Needed: No. of Chairs Neede	Date of Event			Use Time _				Alcohol Permit
Activity or Event Title	Areas Required							Insurance
Requestor Name	Rehearsal/Set-up Dates			Use Time				Rental Paid
Requestor Name Requestor Phone No. Organization Address Insurance Company Accohol Permit (if needed) No. of Guests (Separate Application to accompany the ABC License) Estimated Event Cost: Minimum \$2.00 per person in attendance Facility Use Fee: Hours (Include Setup and Cleanup) No. Days of Use Total: Date Issued: Total: DEPOSIT: \$150.00 Date Received Total Use Estimate: (No Deposit if there will be no food or beverages at the event.) (Deposit is refundable if the building is returned in the condition it was received) Peposit Full Refund YES NO By Inderstand this estimate is based on the personnel working the hours indicated and may increase or decrease depending on the actual hours worked. Applicants Signature: Tables & Chairs No. of Tables Needed: No of Chairs Needed: ** Staff will open and close the building, keys will not be supplied to the any applicant. ** The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of Checks or Purchase Orders made out to City of Oroville	Activity or Event Title							Business License
Organization	Requestor Name			Address				Deposit Returned
Alcohol Permit (if needed) No. of Guests (Separate Application to accompany the ABC License)	Requestor Phone No.			_				
Estimated Event Cost: Minimum \$2.00 per person in attendance Facility Use Fee: Hours (Include Setup and Cleanup) No. Days of Use Total: \$ Alcohol Permit: Date Issued: Total: \$ DEPOSIT: \$150.00 Date Received Total Use Estimate: \$ (No Deposit if there will be no food or beverages at the event.) (Deposit Full Refund YES NO By *1 understand this estimate is based on the personnel working the hours indicated and may increase or decrease depending on the actual hours worked. Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: ** Staff will open and close the building, keys will not be supplied to the any applicant. ** The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of Checks or Purchase Orders made out to City of Oroville	Organization			Address _				
Estimated Event Cost: Minimum \$2.00 per person in attendance Facility Use Fee: Hours (Include Setup and Cleanup) No. Days of Use Total: \$ Alcohol Permit: Date Issued: Total: \$ DEPOSIT: \$150.00 Date Received Total Use Estimate: \$ (No Deposit if there will be no food or beverages at the event.) (Deposit is refundable if the building is returned in the condition it was received) Deposit Full Refund YES No. By *I understand this estimate is based on the personnel working the hours indicated and may increase or decrease depending on the actual hours worked. Applicants Signature: Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: *** Staff will open and close the building, keys will not be supplied to the any applicant. ** The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of Checks or Purchase Orders made out to City of Oroville	Insurance Company			Certificate No.				
Facility Use Fee: Hours (Include Setup and Cleanup) No. Days of Use Total: \$ Alcohol Permit: Date Issued: Total: \$ DEPOSIT: \$150.00 Date Received Total Use Estimate: \$ (No Deposit if there will be no food or beverages at the event.) (Deposit is refundable if the building is returned in the condition it was received) (See Attached) Deposit Full Refund YES NO By *I understand this estimate is based on the personnel working the hours indicated and may increase or decrease depending on the actual hours worked. Applicants Signature: Tables & Chairs No. Of Tables Needed: No. of Chairs Needed: *** Staff will open and close the building, keys will not be supplied to the any applicant. *** The City does hereby grant to User, permission to use the above stated facility for the time and purpose specified, and subject to, the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of	Alcohol Permit (if needed)	No. of Guests	(Separate A	application to accom	npany the ABC Lid	cense)		
the conditions and limitations appearing on the attached sheets which are part of this Agreement. The User agrees to indemnify, defend and hold harmless the City of Oroville, its officers, employees, or agents for any claims arising out of the use of the facility and equipment. IN WITNESS THEREOF the parties hereto, or their duly authorized agents, have caused this agreement to be executed this day of, Checks or Purchase Orders made out to City of Oroville	Facility Use Fee: Alcohol Permit: DEPOSIT: \$150.00 (No Deposit if there will (Deposit is refundable if the Deposit Full Refund * I understand this estimate is b increase or decrease depending	Hours (Include Setup ar Date Received be no food or beverage building is returned in the YES assed on the personnel working on the actual hours worked Applicants Signature No. Of Tables	ges at the ever condition it was NO ng the hours indicate.	No. Days of Use Date Issued: Total ent.) s received) (See Attached) By cated and may No.	To Use Estima Fee P	ate: \$	1)	Not Including Deposit)
	the conditions and limitat defend and hold harmless and equipment. IN WITNESS THE	ions appearing on the as the City of Oroville, its REOF the parties hereto	ottached sheet officers, empl o, or their duly	es which are part of loyees, or agents to authorized agent	of this Agreement for any claims and ss, have caused t	nt. The Urising out	Jser agi of the	rees to indemnify, use of the facility
City Authorized agent User authorized agent:	City Authorized agent		User au	thorized agent:				

Centennial Cultural Center Contract Addendum

Page 1 of 2

Page 2 of 2

The City of Oroville grants the privilege and right to use the Centennial Cultural Center under the terms, conditions, and limitations herein specified.

- 1. Certificate of insurance naming the City of Oroville and their officers, agents, and employees added as additionally insured for the date(s) that the Centennial Cultural Center is being used in the amount of \$1,000,000.00
- 2. The Centennial Cultural Center is **a no smoking facility**. It is the responsibility of the user group to enforce this regulation.
- 3. Your organization has the right to operate concessions during use of the Centennial Cultural Center. If you decide to exercise this right, 20% of the gross shall come to the City of Oroville. This is standard practice for rental facilities that allow concessions due to the additional cleaning and other problems associated with having a concession.
 - Should an alcoholic beverage be served, an Alcoholic Beverage Concession license (ABC License) and City Permit must be submitted and approved by the City prior to serving said alcoholic beverages. Completing the City Permit takes a few days; plan ahead. Should you desire to have a beverage concession, but no desire to operate it, contact the City of Oroville and one may be arranged for the event.
- 4. Under no circumstances shall any aspect of the center or the event being held be subcontracted without the expressed written permission of the City of Oroville.
- 5. A deposit of \$150.00 to hold the reservation, and to cover any excessive cleaning/repair cost is required and due upon receipt of the contract. The deposit is not included in the "use fee" and may not be applied to it.
- 6. The amount due for your use of the Centennial Cultural Center is \$ _____. This amount is due ten (10) working days prior to the event. This dollar amount is based on the stated hours of facility use and staff time. This is only an estimate, and the exact dollar amount shall be computed based on the actual use time and the number of attendees. It does not include the refundable deposit.

Thank you for your cooperation!	
	Initial

Page 2 of 2