



Facilities Rental Agreement

LOTT HOME in SANK PARK

1067 Montgomery St., Oroville, CA 95965

Mail to: 1735 Montgomery St. Oroville, CA 95965

The undersigned is aware of, and accepts the following:

DATE OF EVENT: _____

1. The use of Lott / Sank Park is limited to eight (8) hours except by special arrangements.
2. It is understood that in the event of cancellation, **ONLY 50%** of the use fee will be refunded. (A cancellation must be requested by completing the Reservation Cancellation form)
3. That the undersigned is responsible for the actions, noise, and conduct of all the guests attending this function.
4. That the undersigned is responsible and will see that no damage occurs to structures, utilities, or landscaping.
5. That the rental of the kitchen, patio, and gazebo does not include access to the Lott Home.
6. That the use of amplified sound equipment is prohibited except by authorized permit from the Parks Department. Permits may be obtained from the Department of Parks and Trees at City Hall. **AMPLIFIED MUSIC IS TO BE LIMITED TO A FOUR-HOUR PERIOD AND MUST TERMINATE BY 8:30 p.m. ON WEEKDAYS AND SATURDAYS, and 8:00 p.m. ON SUNDAYS.**
7. That no events or the setting up for events shall start before 9:00 a.m.
8. That the **CLOSING TIME** for Lott-Sank Park is 9:00 p.m. on weekdays and Saturdays and **8:30 p.m. on Sundays**. This means that all decorations, equipment, and other materials are to be removed before the conclusion of events, and lights are to be out, doors locked, and gates closed.
9. That public access to the front entrance and porch of the home shall not be blocked; the walkways and front porch shall not be used in any way that would impede public access to the home.
10. That in the event any of the aforementioned conditions are not met, the paid deposit may be forfeited.
11. That the Lott Home and Sank Park are owned by the citizens of Oroville and maintained by the City of Oroville.
12. A **\$75.00 key deposit** is required the Friday before the function and will be returned the following Monday.

SIGNED _____ **PRINT NAME** _____

CONTACT PHONE NO. _____ **TODAY'S DATE** _____