



Hesperia Recreation and Park District – Facility Rental Application



APPLICANT INFORMATION

| | | |
|-----------------------|-----------------------------|------|
| Name: | E-mail: | |
| Address: | City: | Zip: |
| Phone: | Organization Name: | |
| Day of event contact: | Day of event contact phone: | |

DATE / TIMES

Requested Date:
(Month/Day/Year) _____ / _____ / _____

Set-up Time: _____ a.m./p.m. to _____ a.m./p.m.

Event Time: _____ a.m./p.m. to _____ a.m./p.m.

Cleanup Time*: _____ a.m./p.m. to _____ a.m./p.m.

*At least one (1) hour of cleanup time is required. Total Hours: _____

EVENT DETAILS

| | | |
|---|----------------------------|----|
| Type of Event: _____ | How did you hear about us? | |
| Estimated Attendance: | | |
| Is this event open to the public? | Yes | No |
| Admission/Donation/Collection? | Yes | No |
| Is this event a for-profit business activity? | Yes | No |

FACILITY REQUESTED

| | |
|---|---|
| Percy Bakker Center <input type="checkbox"/> North Room _____ Steam Tables _____ Refrigerator _____ Podium <input type="checkbox"/> South Room _____ Steam Tables _____ Refrigerator _____ Podium | Community Centers <input type="checkbox"/> Lime Street Park <input type="checkbox"/> Rick Novack <input type="checkbox"/> John Swisher |
| Is Bar Service Requested?* Yes No *Event emphasis must <u>not</u> be for a minor under 21 years of age. Bar Hours: _____ to _____ Insurance Required: Yes No Hosted Bar: Yes No Will there be Amplified Music? Yes No (See Music/Sound and/or Alcohol Policy) | Will alcohol be served?* Yes No *Event emphasis must <u>not</u> be for a minor under 21 years of age. Will alcohol be sold? Yes No Insurance Required: Yes No <input type="checkbox"/> I understand that no hard liquor may be sold or served at this location. Will there be Amplified Music? Yes No (See Music/Sound and/or Alcohol Policy) |

REFUNDS AND CANCELLATIONS: Any refund request received less than thirty days prior to the date of use may not be considered. There will be a 25% penalty charge of all rental and deposit fees on any cancellation.

Applicant/User agrees to be solely responsible for any and all liability, claims, loss, damages, costs and expenses, including attorney's fees, arising out of or resulting from any injury, death, communicable diseases, illnesses, and viruses to persons or damage to property which arise out of their use of the District's facilities. User agrees to defend, indemnify and hold harmless the District, the City of Hesperia, their officers, agents, employees and volunteers against any and all such claims, demands, causes of action, suits and expenses, arising out of or resulting from their use of the District's facilities.

If applicable I hereby agree that the undersigned and group represented will abide by all District, federal, state and local laws, codes and regulations for consumption and/or sale of alcohol. If alcohol is to be sold, I understand that I am responsible for complying with the California Department of Alcoholic Beverage Control and State Board of Equalization requirements.

I acknowledge that I have read and received the Facility Use Policies and Procedures, Building Regulations, the Music/Sound and/or Alcohol Policy and Insurance Requirements. I agree to abide by them as well as all federal, state, county, local and District policies, procedures, codes, rules and laws.

Signature of Applicant

Print Name

Date

FOR OFFICIAL USE ONLY

ESTIMATED COST

TOTAL AMOUNT DUE: \$ _____

Hours: _____ x \$ _____ \$ _____

Receipt #: **Description** **Amount**

Additional Hours: _____ x \$ _____ \$ _____

_____ \$ _____

Additional Fees: _____ \$ _____

_____ \$ _____

Other: _____ \$ _____

_____ \$ _____

INSURANCE REQUIRED: Yes No

_____ \$ _____

Certificate of Insurance received: _____

Hosted Yes No

BAR DEPOSIT: \$ _____

ROOM DEPOSIT: \$ _____

TOTAL FEES PAID: \$ _____

Payment and Certificate of Insurance (if applicable) due by 4:00 p.m.: _____

Approval: Staff Verified Outlook _____ Approved App _____ Administration _____