

GCCS FACILITY RENTAL RULES & AGREEMENT

Please initial each clause below after you have read and understand each condition then sign the AGREEMENT at the bottom of this page to indicate that you understand and agree to comply with the rules, regulations and conditions associated with renting facilities from Gold Country Community Services, Inc.

_____ Facilities must be used for the purposes stated on the Facility Use Application & Agreement Form. Any gathering which violates the conditions of this agreement or which is considered dangerous, a disturbance of the peace or endangers public property is subject to immediate cancellation. GCCS also reserves the right to cancel events due to unsafe facility conditions.

_____ Facilities must be **reserved and under the direct supervision** of a responsible adult (25 years of age or older) who will be present at all times. Groups of minors must have at least one responsible chaperone, 25 years of age or older, per 20 minors. GCCS must be provided with a list of names and phone numbers of the chaperones at least two days (48 hours) prior to the event.

_____ Facility preparation and clean-up is the responsibility of the applicant and must occur within the specified RENTAL TIME on the front of this form. Failure to clean, vacate and return the facility to its original arrangement and condition on time will result in forfeiture of the Cleaning/Damage Deposit. At no time may the building be occupied later than 10pm (Sunday – Thursday) or 11pm (Friday & Saturday).

_____ SMOKING – No smoking is permitted in the facility or within 20' of the doors or windows.

_____ KEYS – Renters will be issued keys at the START TIME that must be returned to the GCCS Facility Supervisor at END TIME of the rental. During the RENTAL TIMES specified on the front of this form, the facility use applicant is responsible for securing the facility and controlling access to their event.

_____ DECORATIONS – All decorations must be UL approved (flame retardant) and must be attached by no other means than the existing eye hooks unless approved by GCCS staff. All candles must be in non-flammable holders. Tape, staples, rice, confetti, glitter, hay, straw and sand are not permitted. All decorations must be removed at the conclusion of the event. Renters will be responsible for any and all damage resulting from their decorations.

_____ TABLES & CHAIRS – Tables and chairs are for indoor use only and should not be dragged across the floor. At the conclusion of the event tables and chairs must be cleaned and neatly stored in racks.

_____ FLOORS – All floors, including the kitchen and the restrooms must be thoroughly swept and wet mopped with floor cleaner. Mop water should be changed frequently if floor is really dirty or sticky.

_____ KITCHEN – The refrigerator, freezer, and oven must be empty. The dishwasher, all counters, both sinks and the stove/grill must be cleaned. No food or ice may be left in the building. Trash must be emptied.

_____ BATHROOMS – All toilets must be flushed, sinks wiped off, and trash emptied.

_____ DECK, WALKWAYS and PARKING AREAS – Must be free of litter and decorations.

_____ CLEANING SUPPLIES – Renters will be given access to a corn broom, dust mop, wet mop, mop bucket and trash receptacles. It is up to the renter to supply trash bags, cleansers for floors and counters, rags, and dish soap.

AGREEMENT

I have read, understand and agree to comply with the rules, regulations and conditions for rental of said facilities. I hereby state that I am 25 years of age or older and I assume responsibility for the conduct of the group using the reserved facility and shall be held liable for any and all damages incurred during the use period. The undersigned hereby agrees to indemnify, defend and hold harmless Gold Country Community Services, Inc. and the City of Grass Valley and their officers, agents, employees and volunteers from any and all liabilities, claims, losses and expense, including attorney's fees and court costs and interest, in any manner caused by, of whatsoever kind of nature, arising out of, or in connection with, use or occupancy of the facility. The user agrees to furnish such liability or other insurance for protection of the public, GCCS, and the City as these agencies may require.

Signature: _____ Printed Name: _____ Date: _____