



Sebastopol Area Senior Center
167 N High Street
Sebastopol, CA 95472
707-829-2440 P/707-824-1171 F
sebadmin@net10.net

Rental Application and Agreement

Today's Date:

Organization:

Contact Person:

Address:

City/Zip:

Phone (H):

Phone (W):

Type of Event:

Expected Attendance:

Day of Event:

Date(s) of Event:

Time of Event:

Set-up Time/Clean-up Time:

Total Hours:

Room Assigned:

Set-up Requirements:

Equipment Needs:

Do you plan to serve alcoholic beverages?

Do you plan to sell alcoholic beverages?

Name of Caterer, if any:

Phone Number:

Room Charges:

1. The undersigned applicant represents that he/she is an adult and that if they are making this application on behalf of an organization, that they are authorized to do so. The applicant agrees on behalf of himself or herself, and the organization represented, that they will be responsible for the use and care of the Senior Center property. Applicant further agrees that the planned activity will conform to that stated in the application. Applicant agrees for themselves and for the organization represented that they will indemnify and save harmless the Sebastopol Area Senior Center, the City of Sebastopol, and their respective officers, agents and employees, against all loss, damage, and/or liability that may be sustained or incurred, and further they will indemnify and save the same harmless against all claims, demands, lawsuits or other legal actions that may be brought arising out of or connected with the use by the undersigned of the Senior Center property. Excepted are such claims or actions that may arise by reason of the sole negligence of the Senior Center or the City of Sebastopol.
2. Rent payments and deposits for single events are due in advance of the event. Rent payments for continuing activities are due monthly payable in advance on the first day of each month. Rents for partial months will be prorated on the basis of a 30-day month. Any rent not paid in advance for a single event, or within 10 days of its due date for continuing activities, will cause an automatic termination of this rental agreement and the same shall then be null and void.
3. I have read and further agree to the additional Senior Center rules and regulations attached hereto.
I HAVE READ AND AGREE TO THIS CONTRACT AND WILL COMPLY WITH THE RULES ATTACHED TO THIS AGREEMENT.

* The Sebastopol Area Senior Center reserves the right to rent the room you are using for the published rate should the occasion arise. Another room will be made available for your use.

 Applicant's Signature Date

Charges	Amount	Date Paid	Refund Date
Key Deposit			
Cleaning Deposit			
Alcohol Cleaning Deposit			
Room Charges Hour minimum			
Kitchen Fee			
Lost Key			