

Boys & Girls Clubs of Greater Sacramento  
 5212 Lemon Hill ♦ Sacramento, CA 95824  
 (916) 392-1350 ♦ FAX: (916) 392-1835

**FACILITY USE APPLICATION and CONTRACT**

**BUSINESS NAME:** \_\_\_\_\_ **TODAY'S DATE:** \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE FOR THIS EVENT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** (\_\_\_\_) \_\_\_\_\_ **EXT:** \_\_\_\_\_ **CELL PHONE:** (\_\_\_\_) \_\_\_\_\_

**EMAIL:** \_\_\_\_\_ **TYPE OF EVENT:** \_\_\_\_\_

**EXPECTED ATTENDANCE:** \_\_\_\_\_ **YOUTH:** \_\_\_\_\_ **ADULTS:** \_\_\_\_\_

If over 100 guests, security company that will be used: \_\_\_\_\_

**DATE/DAY(S) REQUESTED:** \_\_\_\_\_ **OCCURRENCE** (circle one): one time    ongoing

**ARRIVAL TIME:** \_\_\_\_\_ am/pm **DEPARTURE TIME:** \_\_\_\_\_ am/pm **TOTAL HOURS:** \_\_\_\_\_

**WILL FOOD BE SERVED?** Yes    No **WILL ALCOHOL BE SERVED?** Yes    No

If yes, provide alcohol license #: \_\_\_\_\_ or bartender's name: \_\_\_\_\_

**FACILITY/ AREA REQUESTED:** Raley Branch \_\_\_\_\_ Teichert Branch \_\_\_\_\_

<input type="checkbox"/> Entire Clubhouse	<input type="checkbox"/> Multipurpose Room	<input type="checkbox"/> Gymnasium
<input type="checkbox"/> Kitchen	<input type="checkbox"/> Outdoor / Yard	<input type="checkbox"/> Other:

**ADDITIONAL REQUESTS / INFO:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**RELEASE FROM LIABILITY AND INDEMNIFICATION:** In consideration of and as a condition for use of above dated facility, applicant/organization hereby agrees to assume any and all risks arising out of or incident to the use of said facility and expressly waives any claim that the applicant/organization may otherwise have against the Boys and Girls Clubs of Greater Sacramento based on the use of the Clubs-owned property or otherwise. Pursuant to this application, applicant/organization further agrees to indemnify, defend and hold harmless the BOYS AND GIRLS CLUBS OF GREATER SACRAMENTO, and it's directors, officers, agents, employees, and volunteers from any and all claims, damages, liabilities losses, or expenses, including bodily injury, property damage, or other loss of applicant's conduct, the conduct of third parties related to applicants use of the facility, or the joint conduct of applicant and The Boys and Girls Clubs of Greater Sacramento. The applicant/organization is responsible for leaving said facility as clean as when found. If any cleanup or damages are identified after usage the applicant/organization will be charged and have all fees deducted from the security deposit. The applicant/organization further agrees to provide a Certificate of Insurance and Additional Insured Endorsement naming the Boys and Girls Clubs of Greater Sacramento as additional insured.

\*PLEASE BE SURE TO READ ALL SECTIONS OF THIS PACKET THOUROUGHLY BEFORE SIGNING.

**IF THE BOYS & GIRLS CLUB OF GREATER SACRAMENTO APPROVED APPLICANTS APPLICATION FOR US OF THE FACILITY, THIS FACILITY USE APPLICATION AND CONTRACT SHALL CONSTITUTE A BINDING LEGAL CONTRACT. I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY AND ENFORCE THE RULES AND REGULATIONS, INCLUDING THE ALCOHOL POLICY, GOVERNING THE USE OF BOYS & GIRLS CLUBS OF GREATER SACRAMENTO FACILITIES.**

**Signed:** \_\_\_\_\_

(Must be 18 years of age or older)

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_  
 [Organization Signature, which are incorporated herein

### **Rules and Regulations**

Initial \_\_\_\_\_ I have received a guideline on building usage and all of the policies and procedures of facility rentals and usage.

Initial \_\_\_\_\_ I understand that my rental time is inclusive of set-up and clean-up time and will not gain access to my facility rental before said time on contract. Bring your Facility Use/Event Permit and contract to the facility with you on the day of your reservation.

Initial \_\_\_\_\_ I agree that I will: (1) be financially responsible for any costs incurred by Boys & Girls Clubs of Greater Sacramento for damages to BGC Sacramento property; (2) be financially responsible to reimburse BGC Sacramento reasonable attorney fees to enforce the provisions of any contract that is issued for the activity described in this application; (3) forfeit all fees and deposits as partial compensation to BGC Sacramento for any costs associated with the enforcement of the provisions of the application or reservation.

Initial \_\_\_\_\_ The Responsible Party agrees to fully indemnify, defend, and save harmless, Boys & Girls Club of Greater Sacramento, its officers, agents, employees, and volunteers from and against all actions, damages, costs, liability, claims, losses, judgments, penalties and expenses of every type and description, including, but not limited to, any fees and/or costs reasonable incurred by BGC Sacramento's attorneys and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "Liabilities", to which any or all of them may be subjected, to the extent such Liabilities are caused by or result from any negligent act or omission or willful misconduct of the Responsible Party in connection with its use of BGC Sacramento facilities. This shall be continuing release and shall remain in effect until revoked in writing.

Initial \_\_\_\_\_ I agree to report any discrepancies, complaints, or concerns within 48 hours of facility use. If you have safety concerns, or on-site problems please discuss with the Facility Monitor on site.

Initial \_\_\_\_\_ I agree to follow all Advertisement policies and procedures as defined in this contract and understand my rental will be canceled if the policy is violated.