



Beaumont Cherry Valley
Recreation and Park District



Event Date:
Location:

BEAUMONT-CHERRY VALLEY RECREATION AND PARK DISTRICT

390 W. Oak Valley Parkway
Beaumont, Ca. 92223
(951) 845-9555
(951) 845-9557 fax

FACILITIES USE AGREEMENT

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Facilities Use Agreement

This Facilities Use Agreement ("Agreement") is entered into on _____ ("Effective Date") between Beaumont-Cherry Valley Recreation and Park District ("District") and _____ ("User"). The District and the User are sometimes referred to collectively as the "Parties."

For and in consideration of the following rental use, the District and User hereby agree as follows:

Use of Facility: District hereby permits User to use the following premises: _____ user shall use the facility for the indicated event only. User acknowledges that use of the facility is conditioned on User and District's execution of this Agreement and User's payment of the required Deposit and Facility Use Fee. User acknowledges and understands that no binding or enforceable agreement regarding use of the Facility shall exist until and unless (1) this Agreement has been completed entirely and signed by User and District and (2) User has paid the required Deposit and Facility Use Fee.

Noble Creek Community Park is one of Riverside County's Fire Camp Bases and animal evacuation centers. The Park can be shut down to the public on very short notice. If you are required to leave the Park due to a sudden Park closure, the "District will do its best to relocate you to another facility or refund an appropriate amount of your fees. (Depending on the time of closure)

Date and Time of Use: Events must end no later than 11:00pm. Groups may have until 11:30pm to allow for clean-up and removal of personal items. Facility access and use must be within the time specified on Form A. Date and use times include preparation, decorating, rehearsal and event time, as well as time after the Event to remove decorations, User equipment, and other items. Security guards must be secured for an additional 30 minutes after facility is vacated by User for the safety of employees. If group does not vacate within the time indicated on the agreement, additional rental and security guard fees will apply.

Non- Refundable Booking Fee: User agrees to pay to District a non-refundable booking fee of \$100.00 to secure the date. The fee is applied to the cost of the event. The fee is non-refundable and non-transferable. If the User cancels the Event, User shall forfeit the fee.

Facility Use Fees: User agrees to pay to District a Facility Use Fee as indicated in the "Fees and Payments Section" for the use of the Facility. 50% of the Facility Use Fee must be received at least 60 days prior to the event. Total fees must be received at least 30 days prior to the event. If either the Deposit or Facility Use Fee is not received by the due dates, this Agreement shall be automatically void. The deposit will not be refunded and User shall have no right to use the Facility. **Fees may increase during holidays.**

Day Use: Any groups over 20 people require a day use permit.

Cleaning Fee: A \$50.00 cleaning fee is required. This fee covers cleaning and restocking of restrooms and mopping floors only. User is responsible to clean any throw up in and around the facilities. The User is responsible for leaving the facility in the same condition as received.

Security Guards: One security guard is required for every event without alcohol. Appropriate security guards must be secured and contract must be provided to the District no later than 30 days prior to the event. If any alcoholic beverage is brought into the event, you will be charged for extra security. Security may not be available on short notice. An administrative fee of \$100.00 will be charged for staffs attempt to secure guards. If guards are unavailable, your event will be cancelled. The \$100.00 fee will still apply.

Security Guards/Events with Alcohol: Alcohol beverages are permitted inside rented facilities and the Franco Garden area. Appropriate security guards must be secured and contract must be provided to the District no later than 30 days prior to the event. If alcohol is served, a minimum of one security guard per 50 attendees is required. At the Districts discretion, additional security guards may be required. Security guard companies must meet District policy requirements and may not be invited guests.

Security Deposit: A \$500.00 security deposit is required. User agrees to pay to District a refundable security deposit. The district, at its discretion may require a higher security deposit. The security deposit is refunded 6-10 working days after the event. Damages, event time overages and additional unforeseen expenses will be deducted from security deposits. The refund could be held longer if repairs need to be made. If damages occur in any amount above \$500.00, those fees will be due net-30 days of the District billing.

Noise Control: District facilities are located in residential areas. Consideration must be given to the residents. Loud noises and disturbances which cause a nuisance are prohibited. User is required to cooperate fully with law enforcement and staff. Any billings from law enforcement will be the responsibility of the user.

Fundraisers: All fundraisers are subject to approval by the Board of Directors.

Alcohol: Alcohol beverages are prohibited in the park. Alcohol cannot be sold at any District facilities without proper permits and licensing by Alcohol Beverage Control Department. Failure to comply and enforce the rules and laws is grounds for terminating the event and forfeiting all deposits and fees.

Bounce Houses: Inflatables are only allowed at the Cherry Valley Grange Community Center and Noble Creek Park. Bounce houses and other inflatables are permitted only with proper insurance. Inflatables must be supervised by an adult at all times. INFLATABLES MUST BE SECURED. The District charges a fee of \$25.00 per inflatable. Bounce house users will be responsible for providing a generator for inflation of the bounce house. The District does not provide electricity.

User's Property: The District does not insure the personal property of the User, its employees, agents, guests or attendees against damage or loss by any means. User assumes the risk of any such damage or loss. District assumes no responsibility for equipment used at the event which is supplied by the user or any other party. The District reserves the right to approve all equipment and equipment providers.

Vehicle Parking: The user and its guests must abide by all District parking requirements including but not limited to passenger and equipment loading and unloading, observance of authorized parking locations, payment of any required parking fees, and display of ADA compliance placards. Citations resulting from parking/traffic violations are the sole responsibility of the User and its guests.

No Assignment or Subletting: This Agreement is non-assignable and non-transferable.

Publicity/Advertising: All forms of advertising and publicity must be submitted to the District for approval 10 days in advance of posting or communication. When the District's name is used in conjunction with publicity, inclusion of non-endorsement statement may be required.

Right to Enter: District reserves the right to enter and inspect the Facility at any time for any purpose during the Event. User shall follow all directives from District staff.

No Weapons/Firearms: All weapons and firearms are strictly prohibited at all Facilities.

No Smoking: Smoking, including vaping is allowed in designated areas only. It is prohibited in all Facilities and outdoors within 20 feet of any Facility. Smoking is prohibited on artificial turf.

Animals: Except for animals certified to assist disabled persons or those animals in certified training programs are prohibited at all Facilities.

No Flames/Fire/BBQs/Smoke/Fog: Open flames and the burning of any materials, including incense are prohibited. Use of candles must receive advance approval. User must know proper procedure and location of fire extinguisher. Candles must be placed on solid surfaces and in a way to avoid falling over. Burning candles must be attended at all times. Caution must be used in the combustibility and flame spread rating of materials used near the candles, such as cloth, paper, etc. Fog/smoke machines or other equipment, which may activate fire alarms, are prohibited in all facilities. Barbeques are allowed in designated areas only such as RV sites and picnic area.

Reassignment of Facilities: Should the Facility become unavailable due to an emergency, the District reserves the right to reassign the User to another facility.

Unsupervised Minors: All Unsupervised minors (persons under age of 18) are not permitted at the User's event.

Cancellations: Cancellations must be received 45 days prior to Event Date, or no refund of the Facility Use Fee will be provided.

Responsible Party/Event Coordinating Deadline: The person(s) who completes and signs this Agreement shall be the Responsible Party. The Responsible Party shall coordinate all Event details with the District and agrees to complete this coordination no later than 30 days prior to the Event date. The Responsible Party must be the host and in attendance throughout the Event. The Responsible Party shall take all reasonable actions to assure event safety, to prevent damage to the Facility and equipment, and to see that these conditions and other policies and regulations outlined in this Agreement are met.

User's Obligations: User shall not violate any Federal, State, or local law, or rules of the District. User shall not allow any violation any Federal, State, or local law, or rules of the District to be violated.

User shall not make any alterations to the Facility, any fixtures, building systems, or equipment. At the end of the Event, the Facility shall be left in a clean, safe condition. The User shall remove from the Facility all property and materials belonging to the User. If User damages the Facility, District shall make the repairs and restorations to the Facility. The costs will be borne solely by User. User shall reimburse District for any repairs or restoration necessary to repair damages to the facility no later than 30 days after District presents User with a written statement or invoice reflecting the nature and costs of repairs.

User agrees to keep the Facility and adjacent areas in a clean and orderly condition and to remove all waste material at the conclusion of the Event to the provided dumpsters.

Specific limitations apply as to the use of tape, balloons, glitter, candles, markers, tack, rice, nails, other such materials, and signage. Decorations must be fire retardant. User should consult with the District for a full overview of allowable decorations and signage items and to appropriately accommodate User's needs. Decorations/signage which causes damage or additional cleaning requirements will result in additional charges to the User. All decorations and all outdoor and indoor directional signage must be removed by the User immediately following the Event. Balloons are allowed but must be removed at the conclusion of the event. Please keep helium balloons tethered. Ladders will not be provided to retrieve the balloons.

Modification of this Agreement: This Agreement contains the entire agreement and any modifications, changes or amendments to this Agreement must be written and signed by all the Parties to this Agreement.

Acceptance of Terms: I have read and understand the above terms and conditions and agree to abide by these terms and conditions.

Agreement, Waiver, and Release

"Applicant/user agrees to be solely responsible for any and all liability, claims, loss, demands, costs, and expenses, including attorneys' fees arising out of or resulting from any injury to persons or damage to property which arise out of its use of District's facilities. Applicant/user agrees to defend, indemnify, and hold harmless District, its officers, agents, employees, and volunteers against any and all such claims, demands, causes of action, suits and expenses, whether or not any such claim or action is alleged to have been caused in part by District as a party indemnified hereunder."

I have carefully read the agreement, waiver, and release and fully understand its contents. I am aware that this is a release of liability and a contract between me and the District and I sign it of my own free will. I also acknowledge that I have had the opportunity to consult legal counsel in regard to the contents.

User Name: _____ Date: _____

Signature: _____ User Contact Phone Number: _____

E-Mail: _____ Address: _____

District Representative: _____ Date: _____

Signature: _____

- *Please contact the Activities Coordinator at 951-845-9555 for questions*

Name and Event Purpose: _____

Location: _____

Noble Creek Community Center, Franco Gardens, Grange, Women's Club, Picnic Area(s), Car Wash, Horseshoe Pits, Horse Arena, Field(s)

Expected Attendance: ____ **Open to the Public:** Yes ____ No ____

Period of Use: Once ____ Weekly ____ Monthly ____ Other: _____

Date(s) of Use: _____

Alcohol: Yes __ No __ **For Sale:** Yes __ No __ If yes, permit required

Security Guards Agreement Received: ____ Date Received _____ *must be attached and scanned to calendar*

No. of Tables Requested ____ (5 ft.) Round ____ *(available at Noble Creek Community Center)* Oblong ____

No. of Chairs Requested ____

- NCCC Round Tables(15)
- NCCC Oblong Tables(11)
- Grange Oblong Tables ONLY(18)
- Woman's Club Oblong ONLY(17)

Set-up Diagram issued: _____ **Set-up Diagram Received:** _____ *Must be attached and scanned to calendar*

**If diagram is not received 30 days prior to the event, it will be the responsibility of the user to place tables and chairs.*

_____ Custom Stair Table, Franco Garden Only

_____ Arena Prep (1 initial preparation is included with rental of arena)

_____ Arena Watering/Tractor and Implement Use During Event (\$75.00 per use, District Employees Only)
Must indicate time requested: _____, _____

_____ Arena Lights (\$75.00 per use)

_____ Horse Water Troughs

_____ Spicket (Car Wash)

_____ Dual Spicket (Car Wash)

_____ Field Maintenance, Indicate location and time needed _____

_____ Lights, Indicate location and time needed _____

_____ Screen

User shall be permitted to use the Facility on the below dates and times:

Rehearsal Date: _____ Start Time: _____ am/pm, End Time: _____ am/pm
 Decorating Date: _____ Start Time: _____ am/pm, End Time: _____ am/pm
 Event Date: _____ Start Time: _____ am/pm, End Time: _____ am/pm
 Other Date: _____ Start Time: _____ am/pm, End Time: _____ am/pm

Charges/Fees:

Unit

Extension

Refundable Security Deposit	_____	_____
3 Hour Minimum	_____	_____
Additional Hours @ \$_____ per hour	_____	_____
Decorating @ \$_____ per hour	_____	_____
Kitchen Use	_____	_____
Cleaning Fee	_____	_____
<i>Cleaning fee includes mopping facility and cleaning and restocking of restrooms</i>		
Other or Special Use Conditions:	_____	_____
Other, Specify	_____	_____
Other, Specify	_____	_____
Total Due		_____

Payments

Deposit (non-refundable) \$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____	
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____
Payment	\$	_____	Receipt#	_____	Date	_____	Balance Due \$	_____

Approved by Activities Coordinator: _____ Date: _____

Posted on Calendar by: _____ Date: _____