



# City of Grover Beach Parks & Recreation Department

154 S. 8<sup>th</sup> Street • Grover Beach, CA 93433 • (805) 473-4580

## APPLICATION FOR USE OF BUILDING FACILITIES

**Grover Beach Community Center**

**Ramona Garden Park Center**

**Gazebo**

Applicant: \_\_\_\_\_

Individual

Business

Non-Profit

*(Based in Grover Beach)*

Non-Profit

*(Based outside Grover Beach)*

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home): \_\_\_\_\_

Name of person in charge of event: \_\_\_\_\_

Emergency Contact Person: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home): \_\_\_\_\_

### **DATE & TIME REQUESTED** *(Please fill out separate applications for each date)*

a.m.

a.m.

p.m.

p.m.

Date

Opening Time

Closing Time

*(Be sure to include time for set up and clean up)*

### **EVENT INFORMATION**

Purpose: \_\_\_\_\_

#### **Rooms Requested**

Community Center:

Main Room

Dining Room

Kitchen

Stage

Ramona Garden Park Center:

Main Room

Kitchen

Conference Room

Estimated Attendance: # Adults \_\_\_\_\_ # Youth \_\_\_\_\_ # Total \_\_\_\_\_

What time will your guests be arriving at the facility? \_\_\_\_\_ : \_\_\_\_\_ a.m. p.m.

Will a fee be charged? Yes No

If yes, please explain: \_\_\_\_\_

Will a live band or D.J. be performing? Yes No

*(All music must end by 11:00 p.m.)*

Will alcohol be served? Yes No Will alcohol be sold? Yes No

# EQUIPMENT NEEDED

Refrigerator	Range/Oven	Large Coffee Maker	BBQ
PA/CD System	Wireless Mic	Projection Screen	Piano
TV/VCR/DVD	Table(s) # _____	Chair(s) # _____	Podium
AMENITIES TOTAL: \$ _____			

## AGREEMENT FOR USE

It is distinctly understood and agreed that the applicant assumes all risks for loss, damage, liability, injury cost or expense that may arise during or be caused in any way by such use or occupancy of the facilities of the City of Grover Beach and/or Parks and Recreation Department. The applicant further agrees that in consideration of being permitted to use said facilities, he, she, or it will save or hold the City of Grover Beach and/or their employees free and harmless from any loss, claims, and liability or damages and/or injuries to persons or property that in any way may be caused by applicant's use or occupancy. I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant. My signature certifies that all information on this application is true, including that regarding alcohol. I understand that any misstatements or omissions of material fact herein may cause forfeiture of my deposits. Refundable deposits are refundable if there was no damage, all policies were followed, and the facility was left in good order. I HEREBY CERTIFY THAT I HAVE READ (OR HAD INTERPRETED), UNDERSTAND, AND AGREE TO ABIDE BY THE ATTACHED RESERVATION POLICIES OF THE PARKS AND RECREATION DEPARTMENT.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR DEPARTMENT USE ONLY

#### RECORD OF PAYMENTS:

Maintenance/Security Deposit: _____	Date Paid: _____	Receipt # _____
Usage/Amenities Fee: _____	Date Paid: _____	Receipt # _____
Attendant/Cleaning Fee: _____	Date Paid: _____	Receipt # _____
Gazebo Usage Fee: _____	Date Paid: _____	Receipt # _____
Liability Insurance Premium: _____	Date Paid: _____	Receipt # _____

COPY OF ABC LICENSE REQUIRED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	RECEIVED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
LIABILITY INSURANCE REQUIRED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	RECEIVED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
SECURITY GUARDS REQUIRED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	RECEIVED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
WALK THROUGH COMPLETE:	<input type="checkbox"/> YES		DEPT. REP.:	_____	DATE: _____
APPLICATION STATUS:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	DEPT. REP.:	_____	DATE: _____
REFUND REQUEST: Amount Refunded \$ _____			DEPT. REP.:	_____	DATE: _____

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Copy Provided:

- Recreation Office
- Public Works
- Police Department
- Attendant
- Applicant