



FACILITY/ PARK USE CONTRACT AGREEMENT

RENTER INFORMATION

Name: _____

Organization: _____

Address: _____

City/State/Zip: _____

Email: _____

Home Phone: _____

Cell Phone: _____

(Circle One)

Tam Valley Resident Non-Resident Tam Valley Non-Profit Non-Profit Commercial (charging admission)

Event Type: _____

FACILITY RENTAL INFORMATION

Rental Date: _____

Facility Renting (circle one):

*Community Center Cabin Tot Lot
Eastwood Park Kay Park Flamingo Park*

Start Time: _____ End Time: _____

Total Hours: _____

(Please include setup & cleanup time in your rental hours)

Estimated Attendance: _____

(Comm Ctr-Max 192; All others-Max 30)

Serving Alcohol: Yes Form No

OFFICE TO COMPLETE SECTION BELOW

Insurance (*Comm Ctr rentals only*): _____

Key # (*Cabin only*): _____ Returned: _____

Total Hours: _____ @ \$____/hr = \$_____

Attendant (*Comm Ctr only*) _____ @ \$35/hr = \$_____

Any event needing an attendant for more than 8 hours will pay \$45/hr for additional attendant's time

CLEANING: \$_____

TOTAL RENTAL CHARGES: \$_____

CLEANING REQUIREMENTS

____ I understand that I am responsible for removing all decorations and personal property. TCSD is not responsible for items left behind.

____ As a result of COVID-19, the Applicant must use TCSD's cleaning service for the Community Center (\$224) and the Cabin (\$168).

HOLD HARMLESS AGREEMENT

(Please initial next to each statement)

____ I understand that a 1 day, \$1 Million **Certificate of Insurance** adding TCSD as an additional insured is required for *all* events at the **Community Center**.

____ I understand that smoking is not permitted at any time within 30 feet of any facility and I will be responsible for informing my guests.

____ It is distinctly understood and agreed that the Applicant assumes all risks for loss, damages, liability, cost or expense that may arise during or be caused in any way by such use of occupancy of the facility of the Tamalpais Community Services District. The Applicant further agrees that in consideration of being permitted to use said facility, they will save and hold harmless the TCSD and said Parks and Recreation Department and/or their employees, officers, volunteers, and agents from any loss, claims, liabilities, or damages and/or injuries of persons and property that in any way may be caused by Applicant's use of occupancy of said facility. I have read the rental conditions and requirements carefully and the COVID-19 specific Liability Waiver and agree to them as written. By signing this Contract for Facility Use, I hereby agree to abide by and enforce all obligations set forth in the attached rental conditions and requirements. Violation of any requirement or condition therein shall constitute a breach of this contract and entitles TCSD, in addition to other remedies, to recover damages and/or to immediately terminate my continued use of the facility. The provisions of the rental conditions and requirements are hereby incorporated into and made a part of this contract for facility use.

Signature of Applicant or Representative

Date

PAYMENT INFORMATION

(MC/VISA): _____ EXP DATE: _____ V-CODE: _____ ZIP CODE: _____

<p><u>CABIN: RENTAL FEES & DEPOSITS</u> Residents of Tam Valley: \$40/hour Non-Residents: \$51/hour Tam Valley Non-Profits: \$40/hour Non-Profits: \$45/hour Public Agencies: \$35/hour Commercial: (any event charging admission-profit or non-profit) \$67/hour 2 hour minimum Maximum Capacity: 30 people in/outside of the cabin, including children Cleaning Service fee: \$168 Parking: Availability for 20 Cars Jumpees: Permitted outside Amplified music: Until 8:00pm (no louder than 50 decibels) Location: 60 Tennessee Valley Road, Mill Valley, CA 94941 Deposit – A credit card number will be held by the District until TCSD staff determines that all conditions of TCSD’s Rental Agreement have been met. In the event of a violation of the Rental Agreement, an amount may be retained to recover the administrative cost of recovering damages from the Renter. Pony parties or laser tag are NOT permitted.</p>	<p><u>THE COMMUNITY CENTER RENTAL FEES AND DEPOSITS</u> Tam Valley Residents: \$90/hour Non-Residents: \$118/hour Tam Valley Non-Profits: \$101/hour Non-Profits: \$110/hour Public Agencies: \$79/hour Commercial: (any event charging admission-profit or non-profit) \$135/hour 3 hour minimum Maximum Capacity: 192 Cleaning Service Fee: \$224 Parking: Availability for 47 regular spaces Attendant Fee: \$35/hour required for all events, NO EXCEPTIONS. Any events over 8 hours will pay \$45/hr for the attendant. Location: 203 Marin Avenue, Mill Valley, CA 94941 Deposit: A credit card number will be held by the District until TCSD staff determines that all conditions of TCSD’s Rental Agreement have been met. In the event of a violation of the Rental Agreement, an amount may be retained to recover the administrative cost of recovering damages from the Renter. Renters must also secure a \$1 million one-day insurance certificate naming TCSD as an additional insured. <i>PA/Speaker sound systems are not available with this rental.</i> Music is permitted inside only with the doors and windows closed. Teen events require the submittal of a security plan prior to booking the center.</p>
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*NEW: FULL DAY RATE (For Community Center):	*NEW: FULL DAY RATE (For Cabin):
Any 8 hours per day Saturday or Sunday (save 10% from standard rate)	Any 8 hours per day Saturday or Sunday (save 10% from standard rate)
Tam Valley Residents: \$644 Non-Residents: \$849 Tam Valley Non-Profits: \$728	Tam Valley Residents: \$289 Non-Residents: \$364 Tam Valley Non-Profits: \$289
Non-Profits: \$789	Non-Profits: \$326
Public Agencies: 569 Commercial (any event charging admission-profit or non-profit) \$971	Public Agencies: \$251 Commercial (any event charging admission-profit or non-profit) \$485
Attendant Fee: \$35/hour required for <u>all</u> events, NO EXCEPTIONS.	

<u>Eastwood, Kay, Flamingo and Tot Lot Park Rentals</u>
Residents of Tam Valley: \$28/hour Tam Valley Non-Profits: \$28/hour
Non-Resident/Commercial: \$42/hour
Non-Profits/Public Agencies: \$36/hour

Maximum Capacity: 30 people
Parking: Availability for 12 Cars
2 hour minimum Jumpee houses and organized sports are <u>NOT</u> permitted in TCSD parks.

Reservations are not confirmed until payment in full is received.