

## **ALVARADO SENIOR CITIZEN AND COMMUNITY CENTER RENTAL AGREEMENT AND RULES**

These are the general rules governing the use of the Senior Citizen and Community Center "Center" and each Applicant is required to signify their understanding of the rules and their agreement to these conditions for using the Center by signing this rental agreement.

1. Use of the Center will be regulated by the rules contained herein.
2. The City reserves the right to refuse rental of the Center to any person or organization deemed not in the best interest of the City.
3. Applications for use of the Center will be processed and reserved on a First Come/First Serve basis. Conflicts will be resolved by the City Manager or his or her designee. The City reserves the right to cancel or reschedule a reservation expressly for the holding of a special activity instrumental in meeting the community's needs.
4. The Center will be available to Applicant thirty (30) minutes prior to and thirty (30) minutes after Applicant's reservation time, free of charge for inspection and clean up.
5. Applicant agrees that neither Applicant nor Applicant's invitees or guests will make any permanent alterations to the Center and that Applicant will keep the Center and restrooms clean. Applicant further agrees to ensure all trash and debris in and around the Center and restrooms are placed in appropriate containers and will clean the Center after use to the same condition as existed prior to Applicants' use.
6. The following is a list of items required to be completed and inspected prior to the processing of Applicant's deposit refund:
  - A. Ensure there are no decorations hanging from lights or walls.
  - B. Remove all tape, string, or ribbons from building.
  - C. Floor should be swept clean, and appearance around building should be clean.
  - D. All trash is put in appropriate receptacles.
  - E. Restrooms should be cleaned, checked to ensure no water is running and that lights are turned off.

7. Applicant will be responsible for all damages to the Center caused or created during or due to Applicant's use. Any damages other than an Act of God to the Center will result in loss of deposit, replacement or repair cost or legal action. At the City's discretion, damages resulting from the activity may be repaired by the City, and the renter will be liable for the cost of such repairs. The City reserves the right to require Applicant to repair any damages at the Applicant's sole cost.
8. The City will not provide any food, beverages, serving utensils, cookware, or other property. Any event subject to health inspections per the City Ordinances are the Applicant's responsibility to obtain through proper protocol.
9. The City reserves the right to revoke any reservation for the use of the Center, including once a use has commenced, without notice if the City staff determines, in its sole discretion, that use of the Center at the reserved time or any proposed or planned activity endangers the health, welfare, or safety of the public, participants, or those in attendance. The City also reserves the right to revoke any reservation for the use of the Center if the City staff determines, in its sole discretion, that the use or the participants are causing, or are likely to cause, damage to the Center, restroom or surrounding premises, unduly annoy nearby residents or violate any applicable law, statute or regulation.
10. Any accidents or injuries occurring during the use of the Center, regardless of the severity, shall be reported to the City.
11. Smoking is not permitted inside the Center, including the restrooms.
12. Alcohol is not permitted on the premises.
- 13.. Applicant agrees that Applicant shall comply with and enforce all posted facility signage and shall take reasonable steps to notify Applicant's invitees and guests that compliance with such signage is required, including on such matters including, but not limited to: illegal parking, animal violations, alcoholic beverage violations, and disorderly conduct. Applicant shall immediately report any violations observed and not immediately corrected to the Alvarado Police Department.
14. Applicant's deposit may be returned upon Applicant's request (5) days after the date of reservation upon inspection of the Center and compliance with this Agreement and all applicable Rules.