

Corporate Yard

2400 East Dominguez Street
Carson, CA 90810

(310) 847-3570

Corp Yard
2400 E Dominguez
Carson, CA 90746

Facility Permit

Status: Approved

Customer Type: No Charge

Authorized Agent: Colleen Ungos

Home: (310) 847-3571

DATE/USER	PERMIT NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	NEXT PAYMENT DUE	BALANCE DUE
07/20/2016 Colleen Ungos	25161	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00

RESERVATIONS

EVENT NAME	FACILITY	CENTER
This is only a Test Attendance: 75	APK Activity Room	Anderson Park 19101 South Wilmington Avenue Carson, CA 90746
Type City Function		
DATES RESERVED		HRS
Monday - 7/18/2016	12 00 PM to 05 00 PM	5

Total Number of Dates: 1

Total Number of Hours: 5

NOTES: Customer has been given liability disclaimer, rules and regulation. Please leave facility area clean. No moon bounce.
75 Chairs and 10 Tables

DISCLAIMERS

We hereby certify that we shall be personally responsible on behalf of our organization for any damage or unnecessary abuse of parks, pools, buildings, grounds or equipment growing out of occupancy of said premises by our organization. We agree to abide by and enforce the rules and regulations of the City of Carson, Parks and Recreation Department, governing the use of facilities and hereby acknowledge that we have read the rules and regulations of this application. Any information not contained herein will be provided in the copy of the facility rules and regulations. We also agree to indemnify and hold harmless the City of Carson, its officers, agents and employees, from any liability or claim or action for damages which in anyway arise out of use of the facility.

Signature _____ Date _____

**PERMITS MAY BE CANCELLED OR DENIED IN FAVOR OF CITY PROGRAMS.

**Please leave all areas reserved clean to ensure security deposit refund.

**Please do not exceed maximum occupancy of room.

- **Please allow 4-6 weeks after event date for security deposit refund
- **Times reserved include set-up and clean up
- **Small refrigerator use with kitchen rental
- **NO alcoholic beverages allowed on park premises (C M C 4209)
- **NO smoking on park premises (C M C 41107)
- **NO littering/vandalism of park property (C M C 5309)
- **All parking is on a first come first serve basis

**The City of Carson will not be responsible for any parking violations received or any towed vehicles while using our facilities

Signature_____ Date_____

.....

Fees are subject to change without notice



RULES, REGULATIONS AND CONDITIONS OF USE

1. OVERTIME: Use of the facilities in excess of the time set forth on permit may result in an overtime fee being charged. Overtime must be scheduled (10) ten days in advance of the scheduled event. Any overtime requests made under (10) days will be charged 100% or double the current overtime rate.
2. CANCELLATION BY PERMITTEE: Permittee must submit written notice of cancellation to the Facilities Manager at least sixty (60) calendar days prior to the cancellation of any date or dates covered by the permit for the meeting rooms and at least four months (120) calendar days prior to the cancellation of any date or dates covered by the permit for the Community Hall. Refund of rental fees shall be made when Permittee gives the required notice. Failure to so comply shall result in loss of rental fees.
3. CANCELLATION BY CITY: Permit may be cancelled without liability to the City under any of the following conditions: (a) If it is found to contain false or misleading information, (b) if Department finds that use of proposed use will be detrimental to the health, safety or morals of the City or to the efficient operation of the Center for the public welfare, (c) should any individual or group (members or guests) willfully or through negligence mistreat the equipment or facilities or violate any of the policies, rules, regulations, terms and conditions established for use of the facilities, (d) for recurring activities if average attendance falls below the standard established for each use area within the Center, (e) for failure to notify Facilities Manager of cancellation of any date or dates covered by the permit, (f) if permittee defaults any or has not completed all conditions and requirements for use of facilities within ten days of event, (g) in case the Center or any part thereof shall be destroyed or damaged by fire or any other cause, or if any other casualty or unforeseen occurrence, including strikes, labor disputes, wars or acts of military authorities, shall render the fulfillment of the permit difficult or impossible of performance, (h) if the facility is needed for public necessity or emergency use as determined by the Department, (i) upon thirty (30) days written notice to permittee. No refund shall be made if cancellation occurs less than thirty (30) calendar days prior to the date reserved, except when cancellation occurs under terms "g" or "h" above.
4. TRANSFERRING PERMIT: Permit cannot be transferred, assigned or sublet unless approved by City in writing.
5. ADVERTISING, SOLICITATION AND SALES: No advertising or signs shall be exhibited and no solicitation or sales made at the Center or within its marketing region without the written permission of the Facilities Manager.
6. COMPLETION OF REQUIREMENTS FOR USE: Permittee must complete all requirements relating to use of the facilities within the time requirements specified or established. A labor and/or equipment charge of \$50.00 to \$500.00 will be added for any room set-up changes or add-ons (in addition to the equipment fee) on the day of the scheduled event. Additional fees will be charged for extension cords, microphones, sound systems, tables, chairs and dance floors requested on the day of the scheduled event.
7. COMPLIANCE TO CONDITIONS OF USE: The permittee shall observe, obey, and comply with all applicable City, County, State and Federal laws and the policies, rules, regulations and terms and conditions governing use of Center Facilities. Permittee will forfeit all rents or other fees paid if evicted from premises for violation of same. Eviction shall not release permittee from any obligations for the payment of rents or other fees not yet paid, under such permit or for the full term thereof. A current water bill, gas bill, or driver's license providing proof of residency will verify resident rate classification requests. Non-profit rate requests must provide a non-profit tax I.D. number.

8. CONCESSION SALES: Permittee will not engage in concession operations unless authorized in writing by the Facilities Manager.
9. CONDUCT OF PERSONS: Permittee shall be solely responsible for the orderly conduct of all persons, including children, using the premises by its invitation, either expressed or implied, during all times covered by the permit. The City reserves the right to eject or cause to be ejected from the premises any person or persons objectionable due to unlawful or undesirable conduct. Permittee may use only those facilities and equipment specifically designated on their permit.
10. DAMAGE TO FACILITY OR EQUIPMENT: All property, equipment, walls and furnishings must be kept cleaned and undamaged. Any person, group or permittee causing damage or loss will be required to pay for same at current costs. Nothing is to be affixed to the walls, glass, doors, ceilings, drapes, or curtains without City approval.
11. EXITS: At no time shall exits be covered or obstructed.
12. FACILITIES CAPACITY: Permittee shall not sell or permit to be sold or distributed tickets or passes in excess of the capacity of those facilities reserved nor admit a larger number of persons that can safely and freely move about therein as determined by Building and Fire codes. Should attendance increase or decrease, the Center Manager reserves the right to assign any group to a room accommodating said attendance. The Center Manager also reserves the right to relocate any permittee to a room different from the contracted room if such a move is deemed necessary to insure the successful completion of all events in the Center on any given day. Banquet use of Community Hall ABC requires a minimum attendance of the following: Community Hall A or C = 150 persons, Community Hall B = 150 persons, Community Hall AB/BC = 280 persons, Community Hall ABC = 500 persons.
13. FLAMMABLE MATERIALS: All decorations must be fireproof or of fire retardant materials, must meet City requirements and are subject to removal. Candles and other open flame devices will not be permitted, except as authorized on the permit and are subject to Fire Department regulations.
14. GAMBLING: Gambling in all forms is prohibited.
15. INDEMNITY: Permittee shall indemnify and hold harmless the City, its officers, employees and agents, against any and all claims, demands, causes of action, damages (including damages to City's property), costs and liabilities including cost and liabilities to the City with respect to its employees, in law or in equity, of every kind and nature, whatsoever, directly or proximately resulting from or caused by the use and occupation of the facilities described in the permit, whether such use is authorized or not, or from any act or omission of risk and expense, defend any and all suits, actions or other legal proceedings which may be brought or instituted against the City, its officers and employees on any such claim, demand or course of action. The permittee shall pay and satisfy any judgment or decree which may be rendered against the City, its officers, employees and agents in any such suit, action or other legal proceedings. Permittee shall pay for any and all damages to the property of the City, for loss or theft of such property, done or caused by permittee, its officers, agents, employees, guests, patrons and invitees.
16. PAYMENT OF TAXES: Payment of all Federal, State, County and City taxes in connection with the event shall be the liability and responsibility of the permittee.
17. PERMITTEE RESPONSIBLE FOR CLEANLINESS OF CENTER: Facilities, including parking lots, used by permittee must be left in a clean and orderly condition. If additional maintenance is required, other than the normal cleaning process, the permittee will be charged for same.

18. PERMITTEE RESPONSIBLE FOR PERMITS AND LICENSES: The permittee shall procure at his own cost and expense all the required licenses and permits necessary for the intended use or activity conferred by the permit.
19. SMOKING: Smoking is not permitted.
20. USE OF RESERVED FACILITIES AND EQUIPMENT: Permittee may use only those facilities and equipment specifically designated on the permit.
21. CONSTRUCTION OF PERMIT: In case of any doubts as to the interpretation of any provisions of this permit, the interpretation by the Facilities Manager shall prevail. In addition, the Facilities Manager shall have the power to decide and resolve matters not covered by this permit.
22. SEVERABILITY: If any part of this permit is for any reason held to be illegal, inapplicable, unenforceable or unconstitutional, such decision shall not affect the validity of the remaining portions of this permit.

CONTRACT TERMS:

Events booked under 30 days must be paid in full at the time of booking; no Cleaning Deposit refund if there is a cancellation.

All groups under 21 years of age must pay for L.A. County Sheriffs.

All FOOD, BEVERAGE & ALCOHOL MUST BE PURCHASED FROM OUR ON-PREMISES CATERER.

Accepted for

Carson Community Center

By: _____

Date: / /

Accepted for

By: _____

Date: / /

Updated 01/05/07

