**Arbuckle Parks & Recreation district**

**Joint Use Agreement- Balfour Park & APRD Office**

APRD Office Guidelines

* Alcohol/Tobacco: As per ordinance 01-11, no persons shall possess or consume alcoholic beverages or tobacco on APRD property unless they are issued a valid permit. Anyone caught in possession of either will be subject to ejection and prosecution. RENTER shall indemnify and hold APRD and Colusa County harmless for any liability introduced by the consumption of alcoholic beverages upon APRD property.
* Insurance: A Certificate of Insurance must be provided listing APRD as additionally insured for this program for up to $1,000,000 per incident.
* Nuisance: RENTER is responsible for the conduct of guests, causing a public nuisance may, at the discretion of the Sheriff’s Department, be grounds for ejection of guests from the facilities.
* If RENTER if following or before an APRD program or event you must be out of the building 15 minutes before the APRD event. Do not enter the APRD building until your scheduled time if there is already a program or event on the property.
* Clean up: The RENTER is responsible for leaving the facility in the same condition or better than it was at the time the use began. Judgment as to both the before and after condition shall be at the sole discretion of the APRD or their designee. The user will be initially responsible for all cleanup activities. If the cleanup activities are not sufficient, APRD will conduct the cleanup activities and will charge a fee of $30 per hour for all such activities
* Restrooms: There is one restroom in the back room. Please note that the lock does not work.
* Damage: RENTER will be responsible for any damage fees incurred to the office or the equipment within the office, as a consequence to their reservation. APRD will assess and repair damages and bill the cost to the RENTER. RENTER must notify APRD of any damage done to the park during their event. Care must be taken with the aerobic equipment in the back of the office and with the electronic equipment at the front of the room.
* Maximum Guests: A maximum of 25 guests is permitted at RENTER’S function unless special agreements are made between RENTER and APRD prior to event.
* Events with 50 guests or more must do a pre walk through with an APRD representative and provide a diagram of where they will be setting up and what equipment/supplies they are bringing into the park.

Organization name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates of Agreement rental:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fees: $20/hour.

I certify that I have read this Rental Agreement in its entirety and I agree to all rules and responsibilities found therein.

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Signed Date

RENTER- Representative

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Signed Date APRD Representative Mary Grimmer, Manager