

GBCC Hall Rental Application & Hold Harmless Agreement

Please contact the Facility Coordinator for date availability and fee total before sending reservation paperwork. Facility Management Phone/text: 541-992-5293

Event _____

(Please print)

Date/hours needed _____

Renter Name _____

Business or Non-profit (if applicable) _____

Address _____ City _____ State _____ Zip _____

Phone# _____ OK to text? _____ Email _____

Hold Harmless Agreement

between the GBCC (its members and governing Board) and renter named above

Renter has submitted an application for the use of the GBCC Hall and agrees to abide by all rules and regulations of the GBCC, including Conditions of Use outlined below.

In return for use of the GBCC facility, renter agrees to indemnify and hold harmless the GBCC members and Board from any and all liabilities, claims, and causes of action arising from the renter and/or guests during time of use (including but not limited to attorney's fees and court costs). Renter agrees to reimburse the GBCC for all costs associated with any damage and/or destruction to any part of the facility by renter/guests during the agreed period of use.

Renter/& Title (if signing for a business or non-profit)

Signed _____ **Title** _____

Conditions of Use

1. Person responsible for rental must be in attendance and be at least 21 years of age.
2. Set up/event/clean up must be completed and **building vacated by 10pm**.
3. All items on check out list must be completed to satisfaction of Facility Coordinator to receive a full damage deposit refund.

Please send this form along with payment of agreed upon rental fee/ damage deposit to:

GBCC Facility Coordinator

P.O. Box 301, Gleneden Beach, OR 97388

Approved by GBCC Facilities Representative _____

Signed on this date _____

GBCC Facility rental accounting

Event date/hours

reserved _____ **:** _____

Event/renter

name _____

Rental fee _____

Damage deposit _____

Total fees _____

Date payment received _____

Cancellation

Date _____

> 30 days before event: \$20 withheld, amount to be returned _____

**< 30 days before the event: \$100 withheld, amount to be
returned** _____