



Terms and Conditions for Space Rentals

1. ASSUMPTION OF LIABILITY

Renter, whether individual, group, or entity, is solely responsible for any and all liabilities to persons or property resulting from the use of the Santa Cruz County Veterans Memorial Building or SCCVMB, including damage to any County property or structures. Renter will indemnify, defend and hold harmless the County of Santa Cruz, its elected, appointed and contracted Boards, Commissions, Officers, Agents, and Employees from any claims, suits, losses or damages for injury to persons or property arising from or connected to this use of the SCCVMB Facility.

2. AGREEMENT TO ABIDE BY THE TERMS AND CONDITIONS

Renter, whether individual, group, or entity, represents that he/she/it has read these Terms and Conditions, agrees to make them known to persons attending the function or activity, and agrees that no violation of such shall be allowed to occur on the premises or facilities. Renter understands that permission to use the SCCVMB Facility is contingent upon compliance with these Terms and Conditions and that permission may be revoked at any time upon failure of persons attending the function or activity to fully comply with these Terms and Conditions.

3. PERMITTEE, OR REPRESENTATIVE, TO BE PRESENT

Renter, or the group or entity individual named in the Permit, will be present during the entire period of use of the facility. Renter agrees while in use of this facility they will not discriminate on the basis of disability. The undersigned states: The information provided to the Santa Cruz County Veterans Memorial Building Board of Trustees is true and correct; If this Permit is issued to a group or entity, the undersigned is the authorized representative of the group or entity, and is empowered to make this agreement on its behalf; has received a copy of the Terms and Conditions and has read and understands them. Both individually and on behalf of the group or entity, the undersigned agrees to them, and will comply with them as well as all laws and ordinances of the County of Santa Cruz, the State of California, and the United States.

Both parties may terminate at any time with 30 days notice. Resident Veterans Organizations may, within 60 days notice, pre-empt renter's scheduled use of the SCCVMB. All rental fees will be credited in full. The client has read and understands this agreement and attest that they are at least 18 years of age.

Room Use Regulations (*Any violation of the following Terms and Conditions by renters or patrons will result in ejection or refused admittance.*)

- 1 **Rental Hours 8:00 am - 11:00 pm. All Events and Activities Must End at 10:00 PM**
- 2 Rental fees are due at signing of contract/permit which is due no later than 30 days before rental
- 3 A refundable damage deposit (\$100-\$500, dependent on event size) is required for all rentals
- 4 All renters must have and show proof of sufficient liability insurance coverage that lists the SCCVMB as additionally insured for no less than \$1,000,000. Renters, participants, and guests must abide by the SCCVMB Code of Conduct, which are posted throughout the facility.
- 5 **No smoking** of any kind in or around the Veterans Memorial Building according to City and County regulations.
- 6 **No alcohol** of any kind can be consumed or dispensed on the premises unless approved and Permitted by SCCVMB Management. Alcohol may only be served at Receptions, Dinners, and Small Events and restricted



**Santa Cruz County
Veterans Memorial Building
Board of Trustees**

est. 1995

to **Wine and Beer.**

- 7 Any event with alcohol present must include at least one (1) California Guard Card holding security officer.
- 8 No glass bottles of any kind of beverage allowed during public or ticketed functions.
- 9 No food or drink allowed without SCCVMB Management approval.
- 10 All promotional material or publicity must be approved by SCCVMB management prior to being posted or released to the public.
- 11 No open flames or candles.
- 12 No tape of any kind, thumb tacks or pins may be used on walls. All material to be hung must be approved by SCCVMB management.
- 13 Renters are expected to abide by the reservation times indicated on the Use Permit/Contract. Scheduled use of rooms includes preparation and clean-up time. Additional charges of 150% hourly rate will be applied for going over allocated times.
- 14 Renters are responsible for the set-up and break down of chairs, tables and equipment used. Rooms must be left in clean and usable condition, as rooms were found. This includes sweeping, and wet-mopping if dirt is visible. Additional charges will be applied if SCCVMB staff has to clean rooms. SCCVMB staff will be available for needed guidance.
- 15 Special care will be taken to not damage wood flooring. No use of any adhesive tape on floors unless approved by SCCVMB Management. All chairs, tables, materials, equipment or any item brought into the SCCVMB auditorium will be carried by hand or cart and will not be pulled or dragged across floors.
- 16 Renter shall not assign or sublease any portion of the premises without written approval by SCCVMB management. Any such assignment or sublease will be void and the SCCVMB shall have the right to exclude any and all persons from the facility attempting to exercise any right under such assignment or sublease.
- 17 All Merchandise sales must be approved by SCCVMB Management and will be subject to a 10% fee.
- 18 All entrances and exits will remain clear and available at all times. At no time will exits be covered or obstructed with any decoration or other material. Auditorium Emergency/Fire exit may be used for load-in and out but must remain closed during use and performances, no exceptions.
- 19 Renter or their participants will not post flyers or notes within the facility without the permission of SCCVMB management.
- 20 Solicitation is strictly prohibited throughout the SCCVMB facility.
- 21 Renters or their participants will not interfere with the activities or events in other rooms throughout the SCCVMB facility and will abide by the buildings Code of Conduct" which is posted on each floor.
- 22 Violation of any of these Terms and Conditions will result in forfeit of deposits.

- **Special Conditions:** *Resident Veterans Organizations may, with 60 days notice, preempt renters scheduled use of the SCCVMB. All rental fees will be credited in full to renter*

I, the undersigned, have read and agree to all the policies and guidelines laid out in the above listing and will abide by those and the permit conditions during my rental of the Santa Cruz County Veterans Memorial Building.

Renter's Name

Renter's Signature

Date

Location

846 Front Street

Santa Cruz CA. 95060

Mailing Address

PO Box 1303

Santa Cruz CA. 95061

Contact for Booking

Booking@vetshall.org

831-454-0478