

# Lakes Community Center Association

17520 Elizabeth Lake Road  
P.O. Box 166  
Lake Hughes, CA 93532  
e-mail – LakesCCA@gmail.com

Rental contact – Rhonda Kersey (661) 400-8730

Community Center facilities are available to be used for your event. The facilities may be used by individuals, businesses, charitable organizations, or government entities. Typical events include a party, baby shower, wedding reception, memorial service, business or community meeting.

## RENTAL AGREEMENT

This rental agreement is made between Lakes Community Center Association (“LCCA”) and \_\_\_\_\_ (“Lessee”).

Mailing address \_\_\_\_\_

Telephone number \_\_\_\_\_

E-mail address \_\_\_\_\_

What is the nature of your event? \_\_\_\_\_

Date facilities are to be rented \_\_\_\_\_,

between the hours of \_\_\_\_\_ and \_\_\_\_\_.

Basic facilities for rental use include the main hall, kitchen, bathrooms, tables, chairs, indoor sound and projection equipment. Additional facilities including the rear outdoor grounds, patio area, and stage are available for an additional fee. The maximum occupancy of the building is 88 persons.

Upon your request, a notice of your event will be displayed on the roadside marquee at least one day prior to your event. There is no additional fee.

### Rates and fees:

Basic facilities usage, rental fee for building and grounds:

Half day (up to 4 hours) \$300

Full day \$400

Additional fees:

Use of front and rear outdoor grounds, patio, stage – \$200 half day, \$300 full day

Security deposit: \$200

### Terms:

This rental agreement application must be submitted at least 2 weeks prior to the rental date. Rental fee plus security deposit must be paid in full with the application. Cash, check, or Zelle payment app are acceptable. Credit cards are not accepted.

If you cancel your event, your fees and security deposit will be refunded. Cancellation less than 7 days prior to your event is subject to a \$50 cancellation fee.

Alcohol – If alcohol is to be provided or consumed on the premises Lessee must adhere to all regulations set forth by the California Department of Alcoholic Beverage Control. A license is not required if attendance at your event is restricted to invited guests only and you do not charge for drinks or admission. If your event is open to the public, or you charge for drinks, or charge an admission fee of any kind, then you must obtain a license and hire an alcohol licensed caterer to provide the alcohol.

Insurance – Lessee assumes all liability for any incident or claim that may arise from the event. LCCA does not carry liability insurance or liquor liability insurance for your event and is not responsible for any claim that may arise. Your homeowners policy should cover your event at no additional cost. Ask your agent to provide you with a certificate naming LCCA as an additional insured. As an alternative you may obtain event insurance at reasonable cost through [www.theeventhelper.com/](http://www.theeventhelper.com/).

Building Access – With prior arrangement the facilities may be made available to you prior to the event as needed to accommodate setup for your event, subject to other use of the building. The building key or access code will be provided prior to the event date. With advance notice temporary storage may be arranged for decorations or supplies in the days prior to an event. You will be provided a walk-through of the premises.

Decorations – Use of nails, screws, pins, or tape to secure decorations is not permitted. Damage free hanging strips made by 3M are acceptable and widely available.

Kitchen – The kitchen is available for your use. No kitchen supplies are provided; you must provide what you need. The stove, refrigerator, and freezer may be used.

Clean-up – All facilities must be left in same or better condition as when provided at the time of rental. Cleanup of the building including kitchen and bathrooms is your responsibility. Indoor trash receptacles must be emptied into the outdoor trash cans.

Lessee is responsible for damages to the facilities and loss or damage of equipment that may occur during the rental period. Lessee agrees to reimburse LCCA for the cost of necessary cleaning, repairs, and replacement of missing materials or equipment.

The security deposit is refundable provided that the facilities and equipment are cleaned and left in the same or better condition.

Smoking is not allowed in the building.

Lessee signature \_\_\_\_\_

Date signed \_\_\_\_\_

LCCA signature \_\_\_\_\_

Date signed \_\_\_\_\_