

CITY OF LOMA LINDA
COMMUNITY ROOM RENTAL FORM



CITY OF LOMA LINDA
25541 BARTON ROAD
LOMA LINDA, CALIFORNIA

Fees : \$ _____ AC Deposit \$ _____ Total \$ _____

CITY OF LOMA LINDA
APPLICATION FOR USE OF CIVIC CENTER COMMUNITY ROOM

DATE: ____ / ____ / _____

Please Print

Name of Contact Person (Lessee): _____

Address: _____

City: _____ State: _____ Zip Code _____

Organization: _____

Will you be serving food or beverages? Yes No

Do you, your group, or organization reside in the City of Loma Linda?

Home Telephone: _____

Business Telephone: _____

Fax No. _____

California Driver's License No.: _____ Expiration Date: ____ / ____ / _____

Purpose of Rental: _____

Date of Use: _____ Set-Up Time*: _____ to _____ Activity Time _____ to _____

Estimated Attendance: Adults _____ Teens _____ Children _____ TOTAL _____

*Set-up time is one hour directly before the starting time of the event. There is no charge for the set-up time.

LESSEE/CITY OF LOMA LINDA LIABILITY AGREEMENT:

(Read carefully before signing)

I have received and read a copy of the Community Room Policy. I will be present and responsible for enforcement of said policy. I certify that all above statements are true and correct. I understand that any misstatement or omission of a material fact may be sufficient cause for cancellation of use of the building. I am aware that all fees are due and payable ten (10) working days in advance of the activity.

The Lessee, group or organization undertaking use of the Community Room and by signing this application or by using the Community Room do covenant and agree to indemnify, hold harmless, and defend the City, its offices, agents, representatives, officials and employees and each of them from and against; a) any and all claims by or on behalf of any person arising from any act or omission of the applicant or group or organization undertaking to sue the room or their agents, servants, employees or devices; and b) all reasonable costs, counsel fees, expenses or liabilities incurred in connection with any such claim or proceeding brought thereon. In the event that a claim, action or proceeding is brought against the City or any of its respective officers, agents, representatives, officials, and employees, with respect to which indemnity may be sought hereunder, the applicant and group or organization undertaking use of the room shall, upon written notice from the City, assume the investigation and defense.

Signature of Lessee: _____ Date: _____

Signature of City Manager or Authorized Designate: _____ Date: _____

FOR OFFICE USE ONLY
VERIFICATION OF DRIVER'S LICENSE _____
EMPLOYEE INITIAL _____

CLASSIFICATION: _____
FOOD/DRINK: _____
TOTAL HOURS: _____
AMOUNT: _____

AC DEPOSIT: _____

TOTAL _____