

SUTTER YOUTH ORGANIZATION

7740 Buttehouse Road
P.O. Box 231
Sutter, CA 95982

Rental Contract

Date Requested:

Invoice #

Name/Organization:

Estimated # of
People
Attending:

Event:

Contact Person:

Phone #:

Mailing Address:

Cell Phone #:

Facilities:	Large Hall <input type="checkbox"/> \$725.00/Weekend Event <input type="checkbox"/> \$500/Youth Weekend Fundraiser <input type="checkbox"/> \$350/day Mon-Tues- Wed-Thurs	Small Hall <input type="checkbox"/> \$350/day Fri-Sat-Sun <input type="checkbox"/> \$200/day Mon-Tues- Wed-Thurs	Park Grounds w/BBQ & Restrooms Access <input type="checkbox"/> \$125.00/day w/o hall rental <input type="checkbox"/> \$75/day w/hall rental	Pool <input type="checkbox"/> Pool includes Lifeguards (Based on # of swimmers & hours of use) Swimmers _____ Hours _____
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Initials:

Security deposit of \$200.00 is required to secure Hall rental date. Please allow 25 days for processing time after your event for the return of the security deposit. If event is canceled within 30 days of event, 50% of the security deposit will be returned.

Security deposit of \$75 is required to secure Park & Pool rental date. Please allow 25 days for processing time after your event for the return of the rental/cleaning deposit. If event is canceled within 30 days of event, 50% of the rental/cleaning deposit will be returned.

If alcohol is to be **sold**, renter is responsible for and must obtain and display a liquor license throughout the event. No alcohol is permitted outside of the building or in the pool area.

Security guards are required if alcoholic beverages are served/sold and must be provided by renter.

Initials: I have read and agree to comply with the alcoholic guidelines written in this contract.

Initials:

Proof of Insurance for all event rentals in the amount of \$200,000.00 is required from your insurance company.

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Agreement and Release of Liability

The renter and guests of the renter agree to indemnify the Sutter Youth Organization (S.Y.O.) and its members, employees and officers against all liability, losses, claims, damages, fees of attorneys and other expenses which the S.Y.O. or its members, employees or officers may sustain or incur in consequence of the use by the renter and guests of the renter of the facilities owned by the S.Y.O. or arising out of any act or activity conducted by the renter and guests on facilities owned by the S.Y.O., including but not limited to, sums paid or incurred in connection with claims, suits or judgments or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities herein referred to. In addition, thereto, the renter and guests of the renter agrees to defend the S.Y.O., its members, employees and officers against any claimed loss, damages, or liability arising out of any conduct by the renter on facilities owned by the S.Y.O.

Renter _____

Date _____

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___/___/___
 Large hall
 Small hall
 Park
 Pool

Conditions of Use & Cleaning Requirements

- Renter is solely responsible for setting & disarming the alarm system.
- Rental key **must** be returned before \$200.00 security deposit is released.
- The Sutter Youth Organizations is not responsible for left, lost, or stolen items.
- A Liability Insurance Certificate naming the Sutter Youth Organization as an additional insurer in the amount of \$200,000.00 is required for all events.
- If feminine products are flushed down toilets, any plumbing repair fees will be deducted from security deposit.
- Parking areas must be clean from all litter, cigarette butts, confetti, etc.
- No staples permitted. Only painters tape is permitted on walls, tables, and chairs. All tape must be completely removed.
- Vehicles are **not** permitted on the lawn.
- All floor areas must be swept and mopped with **plain** warm water; mop and broom provided by SYO.
- Restroom facilities must be cleaned including counters, sinks, toilets, and stall areas.
- All trash cans must be emptied into the dumpster and relined with clean trash bags.
- Chairs and tables must be cleaned and returned into designated racks; and racks must be returned to the southwest corner of the large hall.
- Doorway areas (inside and out) must be swept clean including door mats.
- A \$50.00 deduction in the security deposit will be retained if stove or air conditioner is left on, or any doors are left open or unlocked.
- Renter is responsible for supplying dish soap and cleaning supplies needed to clean dishes, etc.
- Kitchen counters, sinks, stove top, and refrigerators must be cleaned and all food items removed.

Renter agrees to have facilities cleaned thoroughly, and outside area free of trash. Cleaning includes sweeping and mopping all floors, removing all garbage, cleaning both restrooms, kitchen sinks, and stove area at the conclusion of the event.

Renter: _____ **Date:** _____

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The information below will be filled out by a representative of the Sutter Youth Organization.

Date of Event:	Date of Cleaning Inspection by SYO:	
Security Deposit Received Prior to Event:	Security Deposit Returned in the Amount Of:	Security Deposit Retained in the Amount of:
Name/Organization:		
Event:		
Contact Person:	Phone #:	
Mailing Address:	Cell Phone #:	
SYO Inspection Comments:		

Inspector: _____ Date: _____

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Thank you for your interest in the facilities at the Sutter Youth Organization. Enclosed is the information, contract, and forms necessary to rent our facilities. Carefully review the forms, fill them out completely, and sign the **Rental Contract**, the **Agreement and Release of Liability**, and the **Conditions of Use and Cleaning Requirements** forms. If alcoholic beverages are to be served or sold, security guards are required at the renter's expense. Be sure to initial the contract where noted regarding our alcohol policy, whether or not you intend to provide alcohol at your event.

To secure your rental date, kindly return all forms enclosed along with your security deposit of \$200.00 for hall rentals and \$75.00 for pool and park rentals within 15 days of this letter. The rental fee and Insurance Certificate (obtained from your home owners insurance or another provider) must be received at least 30 days prior to your event. All fees collected must be in the form of a check or money order, CASH WILL NOT BE ACCEPTED.

Please mail all forms, deposits, and fees to:

**SYO Facilities
P.O. Box 231
Sutter, California 95982**

CANCELLATIONS: If you cancel your event prior to 30 days, your full security deposit and rental fees will be returned. Should you cancel within 30 days of your event, rental fees will be returned, and you will be charged 50% of your security deposit. Allow 25 days for processing time after your cancellation for the return of the security deposit and/or fees. **Please note. all security deposit checks will be deposited upon receipt.**

Thank you for your prompt response and your continued support of the Sutter Youth Organization. If you have any further questions you may email **sutteryouth@gmail.com** or call the SYO office at (530) 673-2495.