



APPLICATION FOR USE OF CITY FACILITIES

200 South School Street, Ukiah, CA 95482

Phone 707.463.6701 Fax 707.462.2088

Emergency Call Out 707.463.6262

General Information <small>(Please type or write legibly)</small>		
NAME OF APPLICANT AND/OR ORGANIZATION		
MAILING ADDRESS		
TYPE OF ACTIVITY		ESTIMATED ATTENDANCE
PHONE: DAY	EVENING	CELL
DATE OF EVENT(S)		
TIME OF EVENT(S)		
FACILITY REQUESTED (SEE BELOW)		

Ukiah Valley Conference Center
 Grace Hudson Public Room
 City of Ukiah Council Chambers
 Alex Thomas Plaza

Todd Grove Park BBQ
 Oak Manor Park
 Vinewood Park
 Observatory Park

Alex Rorabaugh Center
 Alex Rorabaugh Gym
 Sports Complex
 Anton Stadium

RELEASE OF LIABILITY AND INDEMNIFICATION:

In consideration of and as a condition for use of above stated facility, Applicant and/or Organization hereby agrees to assume and all risks arising out of or incident to the use of said facility, and expressly waives any claim that the Applicant and/or Organization may otherwise have against the City of Ukiah based on the use of the City owned property or otherwise. Pursuant to this application, Applicant and/or Organization further agrees to defend, indemnify and hold harmless the CITY OF UKIAH, it's officers, agents employees and volunteers from any and all claims, damages, losses or expenses, including bodily injury, property damage, or other loss resulting from the Applicant's conduct, the conduct of third parties, or the joint conduct of the Applicant and the City of Ukiah. The Applicant and/or organization further agrees to pay the City of Ukiah any cost incurred in defending against any such claim, including reasonable attorney's fees.

The Applicant and/or Organization shall be responsible for leaving said facility in the same condition as found. Any costs for clean up or damages, as determined by a representative of the City Community Services Department, will be charged to the Applicant and/or Organization.

The Applicant and/or Organization further agrees to provide a Certificate of Insurance and Additional Insured Endorsement naming the City of Ukiah, it's officers, agents, employees and volunteers as additionally insured.

SIGNATURE OF APPLICANT: _____

DATE: _____

Facility will be reserved only when deposits and/or fees are paid. Fees must be paid in full two weeks (14 days) prior to rental.

Check, Credit Card, Money Order or Cashier's Check

See Reverse

Event Information

- 1. Non-Profit Organization? Yes No
 - 2. Is this event a fundraiser? Yes No
 - 3. Will alcohol be served? Yes No
 - 4. Will alcohol be sold? Yes No
- **If answered "Yes", Department of ABC Permit required.**
- 5. Electricity in Todd Grove Park Yes No

Certificate of Insurance AND Endorsement to be provided by:
(Insurance Company)

- *Room rentals limited to an eight hour period between 7 am to 12 am.
- *Parks: 8 am to dark.
- *No amplified sound in parks** (including, but not limited to boom-boxes, bands, karaoke, DJs, etc.) without prior written approval by the Director of Community Services.
- *No water slides are permitted in parks**

Additional Event Notes and Details

FOR OFFICE USE ONLY:	QUOTE	AMOUNT PAID	DATE RECEIVED
FEE	\$ _____	\$ _____	_____
DEPOSIT	\$ _____	\$ _____	_____

APPLICATION RECEIVED/APPROVED BY _____

DATE _____