

Salida Community Center
BUILDING USE AGREEMENT
305 F St .Salida Colorado 81201
719-539-3351
www.salidacommunitycenter.org

USER: _____

USER'S ORGANIZATION (if applicable): _____

ADDRESS: _____

EMAIL ADDRESS: _____

PHONE: _____ Charge \$ _____

DEPOSITS REQUIRED TO RESERVE DATE;

Refundable Security/key Deposit of \$250.00 (Include as a separate check.) In the event that the checklist items have not been completed the deposit will be deposited.

If using a Liquor License a Fee of TBD will be charged. Y N

Date and Time of Event _____

Cancellation Due By (Seven days prior to event) _____

Number of People Attending _____ Type of Activity _____

Upper Level _____ Coffee Room _____

Food Served Yes _____ No _____ Catered Yes _____ No _____

Use of Commercial Kitchen (Upon approval) Yes _____ No _____

Rates:

Upper Level (capacity 99)

\$50.00 per hour

Full Day \$400.00: Half Day (4 hours) \$200.00

Non Profit: Full Day \$300.00 Half Day \$150.00

\$50.00 per hour

Commercial Kitchen \$100.00 per Hour (minimum 2 hours)

Projector and Sound available for rental: \$25.00 rental fee.

Required for Non Profits that will obtain a liquor license:

Certificate of Liability Insurance (\$1,000,000) Received Yes _____ No__N/A_____

Indemnification. User agrees to forever indemnify, defend, and hold harmless the Senior Center, its Board of Directors, managers, agents, and employees against any and all claims, liabilities, or demands whatsoever relating to or arising out of the use of Community Center Property, or arising out of or related to this Agreement. User shall be solely responsible to defend any such action, proceeding, or claim, for which the Senior Center may be entitled to indemnification, and the Senior Center hereby agrees to fully cooperate with User in the defense or settlement, as the case may be, of such action, proceeding or claim, but the Senior Center reserves the right to participate in the defense of any such action, proceeding or claim at its own expense. User shall give written notice to the Community Center within ten (10) days after User's actual knowledge of any matter giving rise to the obligation contained in this paragraph.

THE COMMERCIAL KITCHEN, HALLWAY AND DISHWASHER ARE NOT INCLUDED IN THIS AGREEMENT UNLESS PRIOR ARRANGEMENTS ARE MADE WITH SALIDA COMMUNITY CENTER_____ (User Initial)

- Trash gathered in waste cans and emptied into dumpster in alley by KHEN radio station
- Tabletops wiped clean
- Floors swept clean (Please do not drag tables across the floor)
- All furniture and items returned to original position in the Center
- Doors to both restrooms left OPEN and lights in both restrooms turned OFF
- Checklist must be completed and signed.

Upon leaving, all lights and any items used must be turned off and put back in proper place.

Make checks payable to Salida Community Center.

USER_____ Date_____

SALIDA COMMUNITY CENTER _____ Date: _____