



**THE CENTER FOR ART, CULTURE & HISTORY - EXETER
RENTAL AGREEMENT**

125 South B Street (P.O. Box 253), Exeter, CA 93221, (559) 592-5900

Applicant Name: _____ Date: _____

Name of Organization or Group: _____

Address: _____ City: _____ Zip Code: _____

Phone: () _____ Secondary Phone: () _____

Email Address: _____

Purpose for which facility will be utilized _____

Space to be used (check all that apply): upstairs room & kitchenette (cap. 85)

downstairs room, kitchenette & patio (cap. 50)

Items to be used (check all that apply): tables chairs outside propane heaters

Rental Date: _____ Time: _____ (AM/PM) to _____ (AM/PM) Number Attending _____

4 HOURS	8 HOURS	12 HOURS
UPSTAIRS ----- \$400.00	UPSTAIRS ----- \$700.00	UPSTAIRS ----- \$1,000.00
DOWNSTAIRS/PATIO ---- \$400.00	DOWNSTAIRS/PATIO ---- \$700.00	DOWNSTAIRS/PATIO --- \$1,000.00
ENTIRE FACILITY ----- \$800.00	ENTIRE FACILITY-----1,400.00	ENTIRE FACILITY----- \$2,000.00

Please initial each section.

_____ ***The renter shall always be on the premises during the event** and shall be available for contact prior to the event. Renter shall provide a "Certificate of Liability Insurance" in the minimum amount of \$1,000,000 listing CACHE as an additional insured.

_____ ***A security/cleaning deposit of \$350.00 is required to book your event** at signing of contract. The association shall have the sole discretion as to the amount of the security deposit refund, which will be paid to the renter within 30 days after the event. If any facility property is damaged or missing or if facility is not properly cleaned then a deduction shall be taken out of the security deposit. The deposit is nonrefundable in case of cancellation of event.

_____ ***Four-hour time blocks include setup and cleanup.** We will charge \$100.00 per hour for any additional hours.

_____ ***Final payment is due two weeks prior to event date.**

_____ ***Renter is responsible for setup and cleanup/table and chairs to be put away by renter.**

_____ ***Renter is responsible for taking garbage to the outside receptacle.**

_____ ***Renter shall be responsible for any damages incurred during their rental period.**

_____ *** CACHE reserves the right, in its sole and exclusive discretion, to refuse service, deny entry, or immediately terminate this Agreement and shut down the Event.** This right may be exercised if the Renter, its guests, or vendors display behavior that is deemed unsafe, threatening, unruly, illegal, or excessively intoxicated. Furthermore, CACHE reserves the right to refuse service to any individual or group violating CACHE policies, capacity limits, or local noise ordinances. If an Event is terminated for any of these reasons, the Renter shall forfeit all rental fees and deposits. CACHE shall not be liable for any refunds or damages arising from such terminations.

_____ ***Fees are subject to change without notice.** The main gallery, museum, and office are not part of the rental space. Renters must be ready to vacate by 10:00 p.m.

_____ ***If renters are selling alcohol during their event, the renter is responsible to obtain a license from Alcohol Beverage Control.** The Exeter Police Department and a CACHE representative will need to sign the application before it's submitted. CACHE must have a copy prior to the event.

If renter provides a "hosted" bar (no liquor sold), then no license is required.

_____ ***All children under the age of 18 must always be supervised by an adult.**

_____ ***If not in the case of an emergency, extra charges may occur if the elevator alarm is triggered.**

_____ ***There is no smoking or vaping (e-cigarettes and vapor items alike) allowed inside or near the premises of the building within a 25 feet radius.** This includes all entrances, walkway, patios, or any other outdoor areas.

_____ ***Decorations may be kept simple by tying twine to the lower beams or building PVC pipe displays, however NO nails, screws, bolts, pins, tape, ribbons, painter's tape, or any other types of extraneous materials are to be attached to the walls, interior or exterior.**

If paying by check please make check payable to CACHE.

By signing this contract, I declare and expressly state that I have read, fully understand, and agree with and will comply in every aspect with the Rental Agreement Contract.

Applicant Signature: _____ Date: _____

CACHE Association Representative Signature: _____ Date: _____