

SAN GERONIMO VALLEY COMMUNITY CENTER
6350 Sir Francis Drake Blvd. P.O. Box 194
San Geronimo, CA 94963 Phone: 415-488-8888 #250 Fax: 488-9398
admin@sgvcc.org www.sgvcc.org

GYM RENTAL AGREEMENT
Please print clearly and return to SGVCC

NAME _____ PHONE _____

ADDRESS _____

EMAIL ADDRESS _____ Name of Org. _____

DATE(S) OF RENTAL _____ from _____ am / pm to _____ am / pm

(Note: In figuring your hours, please be sure to include total set-up and clean-up time.)

We offer a 20% discount for Center Sponsors !

I wish to become a Center Sponsor

\$100 Individual Sponsor

The Community Center is a nonprofit 501(c)3 organization and sponsorship donations are tax deductible. Donations of any amount are graciously accepted and appreciated.

I am already a Center Sponsor and wish to apply my discount. Date sponsorship paid _____

Gym Space: # of hours of use: _____ @ \$ _____ per hour .

LEVEL ONE: NON-MISSION ORIENTATION. \$60 per hour (I.e. Weddings, corporate events)

LEVEL TWO: MISSION –ORIENTATED, NON-PROFIT.

\$35 per hour- Local kids, seniors and mission-orientated organizations. Also ongoing rentals who are sponsors **and** are committed to >10 sessions or 3 months of classes.

\$45 per hour - Drop in rental rate and classes not committing to < than 10 sessions.

Rental charge: \$ _____ + Sponsorship & / or Equipment fees: \$ _____ = Total Owed \$ _____

50% of Rental Fee is required as a Deposit at time of Booking. Dep. amount: \$ _____

***Balance of rental is due on or before your rental date* Balance Due \$ _____**

I agree to pay a Refundable Cleaning and Security deposit in the amount of: \$ 100 (Please include a SEPERATE CHECK with your balance.)

I have read the rental guidelines and agree to the terms and conditions of space rental at SGVCC

Signature _____ DATE _____

Rental Guidelines

Prior to the use of the Gym facility you will need to:

1. Contact Facility Coordinator (488-8888 #250) or email at admin@sgvcc.org to inquire about the availability of a particular facility.
2. Download an application at SGVCC.org or request that an application be sent or faxed to you.
3. To confirm your dates and times, you will be required to submit a 50% deposit. Please make your payment to SGVCC and mail to:

Facility Coordinator
PO box 194
San Geronimo, CA 94963

4. INSURANCE CERTIFICATE:“Prior to the use of any Gym facility, the renter will need to submit a certificate of comprehensive liability covering personal injuries, wrongful death, and claims of property damage, with a combined single limit of not less than \$1,000,000 per occurrence. This certificate of insurance needs to name the Lagunitas School District and San Geronimo Valley Community Center as the “certificate holder” or “named insured.”

5. Once your deposit and insurance documents are received by the Facility Coordinator, your event will be verified.

6. During your event please take extra precautions to ensure participants are using the facility safely and in the proper fashion. To avoid additional custodial charges, please make sure to clean up any trash generated by your group. Also please note that **NO ALCOHOL** is to be served or found on the premise during the duration of your rental.

For office use only

Dep. Ck # _____ Date pd. _____ Amount _____ Cleaning Deposit ck # and amount: _____
