



**CITY OF SANTEE
COMMUNITY SERVICES DEPARTMENT
USE OF CITY FACILITY: APPLICATION AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT
Payment of Deposit Must Accompany Application / Confirmation of Use Is Subject To Scheduling Availability
PHONE: (619)-258-4100 x222 FAX: (619)-258-4189**

APPLICANT:
 Name: _____ Phone [Day]: _____ [Eve]: _____ Type: Santee Service Organization
 Address: _____ City: _____ Zip: _____ Santee Resident
 Alternate Person to Contact: _____ Phone [Day]: _____ [Eve]: _____ Santee Public Agency
 Representing Organization [if applicable]: _____ Santee For-Profit Business /Organization
 Non-Resident

FACILITY REQUESTED: **DESCRIPTION OF ACTIVITY:**
 Civic Building #7 Activity Hall Purpose _____ Attendance: # Adults: _____ # Minors [under 18]: _____
 Civic Building #8A Activity Room Is alcohol being served? [Y or N] ___ Will food be served? [Y or N] ___ If so, please describe: _____
 Civic Building #8P Presentation Hall Will a sound system be used? [Y or N] ___ If so, please describe: _____

Based on attendance, room rental will include tables and chairs to accommodate your group. Additional equipment below is available for rent. Mark ADDITIONAL equipment desired:

	Item:	Qty:	Item:	Qty:	Item:	Qty:	Item:	Qty:
Additional	Table, round (5.5' diam)	_____	Stage (12'X16'X6")	_____	Transparency Projector	_____	Lectern & microphone	_____
Equipment	Table, rect. (3'x8')	_____	TV/VCR/DVD combo	_____	Dance Floor (12'x12')	_____	_____	_____
Desired	Chairs	_____	Coffee Urn [60 cup]	_____	Dry Erase Easel (2'x3')	_____	_____	_____
	Bistro Set (table+2 chairs)	_____	Magnolia Trees (8')	_____	Screen (6' x 6')	_____	_____	_____

DATES AND TIMES DESIRED: 1st Choice: _____ 2nd Choice: _____
 Date(s): _____ Time: _____ am/pm to _____ am/pm Date(s): _____ Time: _____ am/pm to _____ am/pm
 Including set-up & takedown One Time: Day of the Week: _____ One Time: Day of the Week: _____
 Weekly: Day(s) of the Week: _____ Weekly: Day(s) of the Week: _____
 Monthly: 1st__ 2nd__ 3rd__ 4th__ / S__ M__ T__ W__ Th__ F__ S__ Monthly: 1st__ 2nd__ 3rd__ 4th__ / S__ M__ T__ W__ Th__ F__ S__

RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT:

As lawful consideration for the above named individual/group being permitted to enter in or upon public facilities leased or owned by the City of Santee or by the Santee Community Development Commission on a reserved basis for the purpose named above, at the facility named above, I, the undersigned applicant, both individually and on behalf of the above-named group and its participants, agree to indemnify, defend and hold the City of Santee and the Santee Community Development Commission, their officers, employees and agents harmless and free from any liability of any nature arising out of, or related to, use of the public facility described above. This indemnification and Agreement to defend includes, but is not limited to, liability for damage or injury to any persons or property, costs and attorneys' fees arising out of or in connection with this use of public facility, regardless of whether the City or the Community Development Commission was actively or passively negligent, either solely or contributing in connection with such liability. I certify that I have received and read the rules governing the use of this facility. I, the undersigned, do hereby agree that we, I, and the above-named group will abide by the rules governing use of the facility and will be responsible for any damages to the facility or equipment caused by the occupancy of the facility. I, the undersigned, understand and agree that I and the group's participants enter the public facility at our own risk. I have carefully read this Agreement and fully understand its contents. I am aware this is a release of liability and sign it of my own free will. I am authorized to sign this Agreement and am over 21 years of age.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

APPLICATION / DEPOSIT OF \$ _____ **TYPE:** _____ **TAKEN BY STAFF:** _____

Credit Card PLEASE PRINT

EXACT NAME ON CARD _____

Card # _____

Expiration Date _____ V-Code _____

Signature **X** _____