



# THE SEA RANCH ASSOCIATION FACILITY USE AGREEMENT

PLEASE COMPLETE AND RETURN TO THE ASSOCIATION OFFICE

This agreement is made between \_\_\_\_\_ ("User") and The Sea Ranch Association ("Association") and permits the use of the Facility noted below:

DEL MAR CENTER: Hall  Main Building(House)  Kitchen  OHLSON RANCH CTR:  K-S BARN:

***The Facility shall be used in accordance with the attached terms and conditions***

1. Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Type of Event: \_\_\_\_\_ Estimate Number Attendees: \_\_\_\_\_

2. Will alcohol be consumed on the premises? yes  no  Type of music: piano  radio/recorded

If live music, please describe: \_\_\_\_\_

Please describe any decorations/ornamentation that you plan to use: \_\_\_\_\_

3. User hereby agrees to pay a fee of \$\_\_\_\_\_ for \_\_\_\_\_ hours/day(s) use of the Facility and shall, in addition, post a deposit of \$\_\_\_\_\_. The deposit is refundable upon the determination by the Association that the Facility was left in a clean and undamaged condition, and that the premises was vacated at the agreed-upon time. If it is determined that these conditions were not met, then the deposit or part thereof will be retained by the Association to reimburse its cost for cleaning, maintenance, repair and administrative over-time.

4. User hereby agrees to abide by and enforce the User Responsibilities Policy. Violation of the policy is a breach of this agreement and entitles the Association, in addition to other remedies, to recover money damages and/or to immediately terminate the User's continued use of the Facility.

5. User hereby agrees to hold harmless and indemnify the Association against any and all claims of liability occurring as a result of the use of the above noted Facility.

6. The Association member/user signing this agreement hereby acknowledges receipt of the User Responsibilities Policy and agrees to be personally liable for any damages caused to the Facility during the period of use noted above.

Association Member Signature \_\_\_\_\_ Date: \_\_\_\_\_

Unit: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Daytime Telephone: \_\_\_\_\_

User: \_\_\_\_\_ (please print) \_\_\_\_\_ User's mailing address \_\_\_\_\_

Payer: \_\_\_\_\_ (deposit/Fee returned to:) \_\_\_\_\_ Payer's Mailing address \_\_\_\_\_

## OFFICE USE ONLY

Approved by \_\_\_\_\_ Community Manager \_\_\_\_\_ Date \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_ Deposit Paid \$ \_\_\_\_\_ Rec'd by \_\_\_\_\_ Date Insurance Rec'd \_\_\_\_\_

Parking Monitor Fee Paid \$ \_\_\_\_\_ Facility Monitor Paid \$ \_\_\_\_\_ Piano Fee Paid \$ \_\_\_\_\_ Dumpster Fee Paid \$ \_\_\_\_\_

Rec'd by \_\_\_\_\_ Date \_\_\_\_\_ Notes \_\_\_\_\_

**SECURITY OR FACILITY MONITOR FILL OUT AND SIGN BELOW**

The Facility referred to in this agreement:

DEL MAR CENTER: Hall  Main Building(House)  Kitchen  OHLSON RANCH CTR:  K-S BARN:

Only Authorized area used: Yes  No

Complaints regarding music or noise: Yes  No

Only authorized ornamentation used: Yes  No

All areas left clean and undamaged: Yes  No

The user vacated the premises at the agreed-upon time: Yes  No

Comments:

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Security or Facility Monitor Signature \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ print name

PLEASE RETURN THIS FORM TO: \_\_\_\_\_ ON: \_\_\_\_\_  
Facility Use Coordinator

**FACILITY USE COORDINATOR SIGN AND EXPEDITE TO FINANCE DEPT.**

Return deposit  Do not return deposit  Cancelled date: \_\_\_\_\_ Return deposit and fee

Authorized by Facility Use Coordinator \_\_\_\_\_ Date: \_\_\_\_\_

Notes to Finance Dept:

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