



City of Shasta Lake

John Beaudet
Community Center

Facility Use Application

City of Shasta Lake
1650 Stanton Drive
Shasta Lake, CA 96019

Phone: 530-275-7400

Name of Applicant		Organization		Address of Applicant or Organization	
Responsible Party		Home Phone	Business Phone		Cell Phone
Fees, Deposit & Insurance					
Main Hall	\$ _____	Max. Occupancy 460		Date(s) Requested _____	
Craft Room	\$ _____	Max. Occupancy 75		Between hours of _____ and _____	
Library Room	\$ _____	Max. Occupancy 30		Nature of Event _____	
Cleaning Deposit	\$ _____	(refundable**)		Estimated No. of Attendees _____	
Event Insurance*	\$ _____	Will provide ins. _____		Will there be an admission charge? _____	
TOTAL FEES	\$ _____				
Will alcohol be served?*** Yes _____ No _____			If Yes, will alcohol be sold ? Yes _____ No _____		
Will there be any special equipment or decorations? (ie: loudspeakers, DJ, wall or decorations, etc:)					
<p>* Event Insurance may be purchased through the City, or the Permittee may provide a Certificate of Insurance issued by his/her own carrier. The Certificate must provide for \$1 million in liability coverage and name the City of Shasta Lake as "Additional Insured".</p> <p>** The Cleaning Deposit is refundable if the facility is left in a clean and orderly condition and any keys are returned to the City. (see the Cleaning Instructions attached).</p> <p>*** An additional insurance premium and cleaning deposit may be charged for events where alcohol will be served. If alcohol is to be sold Permittee must obtain a permit from the local office of the Alcoholic Beverage Control Department at 1900 Churn Creek Rd, Redding.</p> <p>For more information call Project Manager 530-275-7487.</p>					
<p>Permittee and the participants in the activity for which this permit is granted (MAY) (MAY NOT) consume or possess alcoholic beverages in the above reserved facility during the use period covered by this application. If permission to consume and possess alcoholic beverages is granted then such permission is conditional and the permit may be revoked forthwith by the City of Shasta Lake for the violation of any law, rule or regulation relation to the consumption and passion of alcoholic beverages and or any other violation of the terms of the permit granted herein.</p> <p>My signature certifies that I have read the conditions as set forth by the City of Shasta Lake governing the use of facility above; that I will take full responsibility for seeing that the use of these facilities is in full adherence and compliance with these conditions; that I will hold the City harmless from any damage incurred in the use of these facilities; that I will not discriminate against any person because of their race, religion, sex, national origin, or cultural background; that if there are any minors in the group using these facilities, I will accept responsibility for them throughout the period covered by this USE APPLICATION.</p>					
Date		Signature of Applicant/Permittee			

For Office Use:		APPROVED	
Deposit Paid: Date _____	Amount _____	By: _____ Date: _____	
Balance Paid: Date _____	Amount _____		
Issued Facility Key# _____	Key Returned _____		