

KERNVILLE CHAMBER OF COMMERCE
 11447 Kernville Rd
 PO Box 397
 Kernville, CA 93238
 Phone 760.376.2629
 Fax 760.376.4371
www.gotokernville.com
info@gotokernville.com



OFFICE USE ONLY Application Fee \$ _____
 Date approved _____
 Copy of Liability
 Insurance received Power cord Deposit \$ _____
 Health Permit Cleaning Deposit \$ _____
 Alcohol Permit Fee for location \$ _____
 additional fees \$ _____
 Total received \$ _____

RESERVATION REQUEST FORM Circle One

Community Center Hall McNally Rodeo Arena Randall Baseball Field Activity Center Camp Area
Group Tent Encampment Riverside Electrical Circle Park Electrical

Name: _____ email: _____
 Name of person requesting the reservation

Address: _____

Phone Numbers: Day _____ Evening _____ Cell _____

Name of Organization _____

Non-Profit Organization: Yes No Federal Tax ID Number (required): _____

Contact Person: _____ Phone Number: _____

Approximate number attending: _____ Date(s) Requested: _____ Alternate Date(s): _____

From: _____ AM PM To: _____ AM PM Time required includes all set-up & take-down.

Liability Insurance may be required for events held at Kernville Chamber locations. Please contact us for more information.

Description of Event (including information about vendors, amplified sound, attractions, etc) &/or special requests (including use of TV/, phone line, internet, DVD or electrical connections):

Food (consumable products) being sold: Yes No EHS TFF Permit # _____

Alcohol Served: Yes No Alcohol Sold: Yes No Hours alcohol will be onsite: From _____ AM PM To _____ AM PM The hours that alcohol will be present includes the parking lot.

Other Products Sold: Yes No Resale # _____ Fund-raiser: Yes No

Open to the Public: Yes No Admission Charges: Yes No Amount: _____ Amplified Sound: Yes No

Other Items (Please Describe): _____

Electricity / Lights (if applicable): From _____ AM PM To _____ AM PM

Dawg Shack, Beer Booth, Chuck Wagon (if applicable): From _____ AM PM To _____ AM PM

List Keys requested _____ Initial, Keys received

See reverse for fees and policies

FEES AND PERMITS

- There is a \$7.00 fee for processing and preparing an application for a one-time event, and there is a \$25.00 fee for processing and preparing an application for multiple events occurring at the same location annually. No reservations will be made until the application fee is paid in full. Application fees are non-refundable. - If you need to change or add dates to your reservation, please call the Chamber at 760.376.2629 two weeks before the event. There is a \$7.00 fee to change a previously confirmed reservation. Change fees are non-refundable.
- The fee to process a refund of a previously confirmed reservation is \$10.00.
- Additional fees may apply. (\$400.00 security fee)
- All contracts must be paid in full at least 30 days before the event.
- Sale of Food or Consumable products requires a Temporary Food Facility (TFF) Permit; contact Kern County Environmental Health Department at 661-321-3000.
- The sale of alcohol requires a permit from Alcohol Beverage Control. Contact Alcohol Beverage Control at 661.395.2731 for additional information. You will be required to attend a pre-event meeting with a Chamber Director if alcohol will be sold during your event.
- The consumption of alcohol requires liquor liability insurance and security guards. Please contact the Chamber Office at 760.376.2629 for more information.

Community Center: Full Day \$75, Half Day \$50, 2 Hours \$45, Full Day w/Kitchen \$100, Half Day w/Kitchen \$75, Traffic School \$100, Members Free.

McNally Arena: Non-Profit \$25.00 / Day, Business / Other \$100 / Day. Electricity / Lights \$25 / Day. Refundable Cleaning Deposit \$100. **Restrooms and Trash Dumpster REQUIRED for Rental Dawg Shack, Beer Booth, Chuck Wagon** Non-Profit \$25.00 / Day, Business / Other \$100 / Day

Activity Center Camp Area: Rental \$100 / Day. Refundable Cleaning Deposit \$100 **Restrooms and Trash Dumpster REQUIRED for Rental. FREE w/ Arena**

Randall Baseball Field: Non-Profit \$25.00 / Day, Business / Other \$100 / Day. Electricity \$25 / Day. Refundable Cleaning Deposit \$100

Group Tent Encampment (Non-Profit Only): \$25 / Night. Refundable Cleaning Deposit \$100

Riverside or Circle Park Electricity: \$25/Day w/\$25 Power cord Deposit, Lost Adapter \$10each

INSURANCE

- The Kernville Chamber requires general liability insurance coverage of \$1,000,000 - \$2,000,000 for use of its properties based on type of event. The coverage must contain the following: "The policy shall name the Kernville Chamber of Commerce, its officers, directors, employees, and agents as additional insured, covering all of applicant's activities including, but not limited to, the activities of vendors and sub vendors, users and sub users and the agents of any of the forgoing, the operation of vehicles or equipment, products liability and liability assumed under the "indemnity" provisions hereof."
- An additional insured endorsement page is required. The endorsement page must list the Chamber as additional insured, using the following wording: "Kernville Chamber of Commerce, its officers, directors, employees, and agents are additional insured".
- If serving alcohol, your policy must include Alcohol Liability Insurance.

SET-UP & CLEAN-UP

- When making a reservation, please add enough time for set-up and clean-up. Renter agrees to provide its own cleaning and disinfectant supplies and products, and to abide by and perform all CDC Covid-19 cleaning and disinfection guidelines before, during and after each use. CDC guidelines are posted in the community room and are available at CDC.gov. Renter may use any cleaning and disinfectant supplies, if present, but the Chamber is not responsible for providing them. - Please note that the location reserved must be cleaned and vacated by the "end time" on your reservation. Anything outside the scheduled time of departure will be a minimum of 2 hours rental fee.
- If the location is not returned to its original condition any and all fees for additional security use fees, cleaning, damages, or other related, will be withheld from any deposits on file. Should the additional charges/costs incurred exceed the total amount of the deposit on file, the customer will be billed for the excess amount.

RULES & REGULATIONS

- Appointments to see the location before the event may be made by calling the Chamber at 760.376.2629.
- Items may not be affixed to the walls or ceilings of the building.
- All alcohol must remain in the building or at the location reserved, when there is an alcohol permit.

CHAMBER'S duty to provide facilities to LICENSEE is expressly contingent on CHAMBER'S ability to fund personnel and services necessary to administer and/or maintain its various facilities. In the event budget funds are not available or are reallocated to other areas within the CHAMBER, or are reallocated by CHAMBER after this Agreement is executed, fees have been collected, and use is scheduled, this Agreement shall be immediately terminated or suspended as of the date the funds are or become unavailable, and the CHAMBER shall have no further obligation to LICENSEE under the Agreement until such time, if ever, that necessary funds are approved by CHAMBER and allocated for the facility administration and/or maintenance designated within this Agreement. At CHAMBER'S sole discretion, events or use in connection with this Agreement may be rescheduled or relocated to other available facilities when and if funds are made available. LICENSEE agrees to indemnify and hold CHAMBER harmless pursuant to the indemnification provisions of the Agreement from any costs, liabilities, losses, damages or expenses incurred as a result of termination of the Agreement.

It is understood that this is a request, not a guaranteed reservation. It is also understood that if any requested dates are chosen by another applicant, the Chamber staff will try to work with the competing applicant's alternate dates in order to accommodate all parties. If alternate dates are not available or requested, the contested date(s) will be subject to the discretion of the Kernville Chamber Board of Directors.

I hereby Certify that I, the undersigned, am authorized to act of behalf of the above named organization/group, that I have read and understand rules and regulations governing the use of Kernville Chamber facilities as stated in policy information and that the above named organization/group will abide by those rules and regulations. I further certify that the above named organization/group and its officers and members agree to hold the Kernville Chamber of Commerce, its officers, employees, agents, and commissions free and harmless from any obligation, debt, claim, or responsibility, AND shall provide remuneration to the Kernville Chamber for any and all damages to the facility(s) and /or repairs or replacements of damaged equipment, resulting form or in connection with said use of facilities. I have read and understand this disclaimer and agree to its terms and conditions.

Signature of Authorized Representative

Name (Please Print)

Date