

**BERTHOUD FIRE PROTECTION DISTRICT/COMMUNITY CENTER
248 WELCH AVE, BERTHOUD, CO (970) 532-5471**

DATE OF EVENT _____ TIME OF EVENT: FROM _____ TO _____
 APPLICANT'S NAME _____ ADDRESS _____
 APPLICANT'S PHONE _____ EMAIL ADDRESS _____
 TYPE OF FUNCTION _____
 NAME OF ORGANIZATION _____
 ORGANIZATION'S ADDRESS _____
 ESTIMATED ATTENDANCE _____ SPECIFIC REQUESTS: _____

ROOM ASSIGNMENT:

FEES

	Per Hour	½ Day(4 hours)	Full Day(over 4 hours)	Deposit	Total
Full Center	\$150.00	\$500.00	\$900.00	\$500.00	
½ Center- Spruce/Juniper Rooms	\$100.00	\$300.00	\$600.00	\$300.00	
1 Room Rate	\$50.00	\$175.00	\$200.00	\$175.00	
Kitchen: Full use	\$100	\$200.00	\$350.00	\$200.00	
Kitchen: Minimum use (ice machine, coffee, microwave only)	\$20.00 per hour plus room rate	\$50.00	\$100.00		

Non-Profit Organizations with a 501C3/Government Contract Holders/Memorial Services

Meet 1-6 times per year	Meet 7and over times per year	Meet more than 12 times per year	Fund Raisers Full Center	Banquets/Special meeting Full Center- accommodates approximately 130 people	Banquets/Special Meeting ½ Center (Spruce/Juniper Rooms)- accommodates approximately 50 people	Memorial Services Whole Center
\$100	\$175	\$240	\$75.00 plus \$100.00 deposit	\$50.00 per hour \$200.00(4 hours) \$200.00 damage dep	\$25 per hour \$100 (4 hours) \$100 damage dep	\$75 per hour \$250 (4 hours) \$100 damage dep

❖ Make Check payable to Berthoud Fire Protection District

- ❖ Deposit due at time of booking
- ❖ Rental fees due 15 days prior to event
- ❖ Yearly contracts must be submitted before January 30th
- ❖ Deposit not returned when cancellations made less than 15 days prior to event
- ❖ Regulation request required for alcohol use
- ❖ Monitor fee of \$35.00 per hour for alcohol use is to be paid the day of facility use
- ❖ Non-profit groups that want to rent on Saturdays and Sundays and schedule more than 2 weeks out must pay Banquet rates

DEPOSIT

DAMAGE/CLEAN-UP DEPOSIT AMOUNT: _____
 CONDITION OF FACILITY AFTER USE: _____ **SATISFACTORY** _____ **UNSATISFACTORY**
 EXPLANATION: _____
 AMOUNT OF DEPOSIT TO BE RETURNED \$ _____ AUTHORIZED BY _____ DATE _____

In consideration of the issuance of this requested facility use permit the Applicant agrees to defend, indemnify and hold the Berthoud Fire Protection District and the Board of Directors, individually and collectively, and the Officers, Agents and Employees of the Berthoud Fire Protection District, free and harmless from and against all claims or demands arising from any act, omissions or negligence of the Applicant, their licensee, agents, servants, or employees, arising from any occurrence or accident causing, or allegedly causing, bodily injury (including liability for personal injury or death) or damage to property to whomsoever belonging arising out of, or allegedly arising out of, the use of premises as defined in this Facility Permit or while in, or about said premises.

The undersigned hereby assumed personal and individual liability for himself and on behalf of Applicant for any damages to said facility or equipment occurring through or during the occupancy or use of said facility by the Applicant. The undersigned will leave said facility in a condition as good as, or better than, originally found. The undersigned personally and individually and on the behalf of the Applicant accepts liability for all repairs to the facility and/or repair or replacement of equipment in the event of damage. The Berthoud Fire Protection District may withhold the deposit to apply toward cost of cleaning and repair.

I have read the requirements and understand that I am responsible to see that they are met. I further understand that if these clean-up requirements are not met the organization I represent may be denied use of the building in the future, or all or part of the damage/clean-up deposit may be held by the Berthoud Fire Protection District.

"PATRONS MUST OCCUPY FACILITY AT TIME SPECIFIED OR FORFEIT USE AND FEE FOR THAT DATE"

Signature _____

Date _____