



RANCH HOUSE RECREATION FACILITIES RESERVATION FORM AND AGREEMENT

Thank you for your interest in renting The Ranch House. It is recommended this agreement and all deposits/payments be made and insurance received as early as possible to confirm your reservation. Reservations confirmed less than fourteen (14) days prior to the date of the event will not be accommodated. Reservation forms shall **be emailed *with proof of insurance***

to: onsitemanager@canneryhoa.com

and Payment can be dropped off at the Ranch House during regular business hours.

MEMBER INFORMATION

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

EVENT INFORMATION

Date Requested: _____ Number of Guests: _____

Facility Requested: The Ranch House

Event Check-In Time: (including set-up) _____

Event End Time: (after clean-up) _____

Type of Event: (e.g. birthday party, baby shower, etc.) _____

Description of Amplified Music: (Live band, DJ, etc.) _____

Special Equipment: (e.g. furniture, tents, food vendor, etc.) _____

List of Vendors providing services at the event: _____

Please include an equipment list and conceptual drawing of the decor you plan to include.

FEE AND DEPOSIT SCHEDULE

\$250.00 Fee (All-day), \$100.00 (4 hours) and \$1,000.00 Security Deposit. The Security Deposit must be made via check and made payable to: The Cannery Neighborhood Association. The security deposit may be returned 3-4 weeks after the event or shredded upon request. If you do not perform your own clean-up, the security deposit will not be refunded. Clean-up includes wiping off all tables and chairs, bagging all trash, removal of all personal items and securing all doors to The Ranch House. The Cannery Neighborhood Association reserves the right to increase the deposit if heavy equipment, furniture, etc. is going to be used during the event.

Please make an appointment to pick up the kitchen key, the day prior of the event, from staff at Ranch House

The Cannery Neighborhood Association Davis, California

Email: Onsitemanager@canneryhoa.com

Visit us on the web at canneryhoa.com



AGREEMENT - THE RANCH HOUSE RESERVATION FORM AND AGREEMENT

I, _____ ("Resident"), agree to the following:

Resident hereby waives, releases and discharges The Cannery Neighborhood Association ("Association"), its directors, officers, employees and agents for any damage to or loss of any property or injury to or death of any person or persons, resulting from or arising in connection with the use of the Association's facilities by Resident and Resident's family and guests. Resident agrees to indemnify, defend and hold Association, its directors, officers and agents harmless from and against any and all claims, demands or liability for any damage, loss, injury, or death, and any and all costs and expenses incurred by Association in connection with the use of Association's recreation facilities by Resident and Resident's family and guests (included but not limited to reasonable attorneys' fees and court costs).

Resident agrees to pay Association in full and promptly upon demand for any and all loss of and damage to Association's property caused by, or arising out of the use of Association's recreation facilities by Resident and Resident's family and guests. Resident shall submit to Association a security deposit and fee with this Reservation Form. The security deposit may be refunded to Resident forty-five (45) days after the event. However, if homeowner is found not to have attended and supervised the event, including check-in and check-out procedures, or if facility furniture is not positioned in the exact locations in which it was when the facility was inspected by Resident, deposit will be forfeited and reservation privileges suspended for up to one (1) year. If damage is caused to the reserved facility or its appliances or furniture, the cost to repair the damage will be deducted from the deposit. Resident will be responsible to reimburse Association for any cost related to cleaning or to repair damage or to conduct facility restoration.

Resident shall submit a reservation fee with this Reservation Form, and Certificate of Insurance as described below, to guarantee the requested reservation date. Cancellations of events, if received in writing by management at least thirty (30) days prior to the event, will result in a full refund of the reservation fee and security deposit. Cancellations received less than thirty (30) days prior to the event will result in no refund of the reservation fee. Reservations will not be accepted more than one (1) year in advance of the event date, and unconfirmed reservations may be removed from the reservations calendar at the discretion of Management. Fees and deposits are subject to change. If changed prior to your event date, Resident shall be responsible to pay the new fee/deposit. Upon reservation of the facilities, Resident must supply proof of endorsement with a general liability provision of at least one million dollars (\$1,000,000) which names The Cannery Neighborhood Association and Boschken, Inc., dba Boschken Properties as additional insured on the date of the event and for all times that the facilities will be rented by Resident. The Resident's insurance shall be primary and non-contributory. (See Exhibit A.)

Resident has exclusive use only for facilities in which a non-refundable reservation fee applies for the duration of the reservation. Association will not reserve the facilities for more than one event for a given time; however, Resident acknowledges that the Association is not granting Resident exclusive use of the recreation facilities in which a non-refundable reservation fee does not apply for Resident's event (i.e., other residents may use the recreation facilities during the Resident's event).

Resident agrees to exercise control over Resident's event and guests such that other residents using the facilities are not inconvenienced or disrupted.

Resident agrees that The Ranch House will not be used for commercial or fund raising purposes without the prior written consent of the Association's Board of Directors. Resident agrees that the recreation facilities will be utilized for Resident's benefit, or for the benefit



of an immediate family member of Resident, and that Resident will be present at all times during the event. Violation of this and/or any of the Rules and Regulations of The Cannery Neighborhood Association may result in the loss of a portion or all of the security deposit and the potential future suspension of reservation privileges.

If necessary, the Association reserves the right to hold a hearing and thereafter assess an Owner for damage to the Common Area or non-compliance of the Rules & Regulations. Resident also agrees to pay all of Association's attorney fees in the event of a dispute over this Reservation Agreement.

Live bands/DJs may play indoors, with the doors closed, until 10:00 P.M. Excessive noise may result in the loss of facilities privileges.

Residents who have made reservations for an event hereby acknowledge and agree to abide by all governing rules.

Clean Up Polic: Renters are required to perform their own clean up after the event, which includes;

- Ensuring all furniture is placed in its original location and;
- Bagging all trash. Removal of up to five (5) trash bags is included in your reservation fee.

Removal of six (6) bags or more will result in a trash removal fee, which will be deducted from your security deposit as follows:

- Six (6) to Ten (10) Bags - \$50.00
- Eleven Bags (11) and up - \$150.00

The pool and pool area may not be rented at anytime and the regular guest policy for pool use applies during your reservation (4 guests per household per visit).

Ranch House Hours: I understand that the Ranch House hours are 7:00AM-10:00PM every day. The system alarms at 10:00 p.m. SHARP.

Facilities: I understand that rental of the Ranch House includes access to:

- Refrigerator & Freezer
- Sink
- Dishwasher
- Cupboards & dry storage
- Food service/prep area
- Gas oven and range
- Microwave oven
- 8 square tables with 4 chairs at each (32 total)
- 1 large anchored table near television with 12 chairs
- 4 arm chairs
- 1 large couch (seats 3-4)
- Flat screen television
- Blue-Ray & DVD player
- Stereo system

Date: _____ Resident Signature: _____



EXHIBIT A

Additional Insurance Requirement For Use Of The Ranch House

The reservation is not considered complete if the insurance certificate is not received.

Upon reservation of the facilities, the Resident must supply proof of endorsement with a general liability provision of at least one million dollars (\$1,000,000) which names The Cannery Neighborhood Association and Boschken, Inc., dba Boschken Properties as additional insured on the date of the event and for all times that the facilities will be rented by Resident. The Resident's insurance shall be primary and non-contributory .

NAME(S) OF ADDITIONAL INSURED:

The Cannery Neighborhood Association
C/O Boschken, Inc., dba Boschken Properties

COVERAGE

A General Liability provision of \$1,000,000.00 naming the above parties as additional insured. The address of the facility is: 2000 Cannery Loop, Davis, CA 95616.

Your homeowner's insurance representative should be able to facilitate this change to your existing policy. If not, you must purchase special event insurance to provide the required coverage.



**THE CANNERY NEIGHBORHOOD ASSOCIATION
RANCH HOUSE**

**A Private Party is
reserved for:**

Date: _____

Time: _____

**Thank you for your consideration
during this private event!**