

Murphys Park Reservation Contract Form

Murphys Community Club, Inc

Mail this form and checks to:

Sue Friedman

340 Tom Bell Rd., Space 214

Murphys, CA 95247

Park Reservation Coordinator: (209) 728-1948

Please complete and return this Reservation Form/Contract with one check that represents either 50% or 100% of the rental amount plus 100% of the matching Security/Clean Up Deposit.

Example: 100% of Gazebo Rental - \$450, plus 100% of matching Security/Clean Up Deposit - \$450, for a total amount of \$900. if only 50% of the rental fee is paid upfront, then the amount would be \$225 plus \$450, for a total of \$675. The amount of the Security/Clean Up Deposit will be returned the week following the event. If only 50% of rental fee was paid, then the remaining 50% will be due two weeks prior to the event.

Type of Event: _____ Event Date & Day of Week: _____

Start time: _____ End Time: _____ Est. # Attending: _____

Reservation Request:

- Helen's Hut Picnic Area & BBQ (\$50 + \$50 Deposit = \$100)
 - Helen's Hut (\$150 + \$150 Deposit = \$300)
 - Wishing Well Picnic Area & BBQ (\$85 + \$85 Deposit = \$170)
 - We Wish to Utilize the BBQ (For Wishing Well & Helen's Hut Picnic Area Only)
 - Gazebo, BBQ & Surrounding Tables (\$450 + \$450 Deposit = \$900)
 - Entire Park, excluding Helen's Hut (\$600 + \$600 Deposits = \$1,200)
 - Entire Park, including Helen's Hut (\$750 + \$750 Deposit = \$1,500)
- Alcohol will be served Yes No *Alcohol will be sold Yes No

* If yes, ABC permit MUST accompany the third and final check representing the remaining 50% of Rental Fee 10 days prior to event and MUST be posted day of event.

Note: An additional fee to cover the charge of a special dumpster for the day of the event may apply.

Name of Organization/Individual

Name of Applicant & Title (if applicable)

Area Code & Phone Number

Address

Email address

City, State, Zip

Name of Contact on Day of Event

Signature of Applicant

Date

I have received, read and fully understand the Rules and Regulations as set forth in Page 2 and agree to abide by all terms and conditions contained in that document.

FOR INTERNAL USE ONLY	1. 50% or 100% of Rental Fee in the amount of \$ _____ received on _____
Page 1 Rev. 9/22	2. 100% of Security/Clean-up Deposit Fee in the amount of \$ _____ received _____
	Remaining 50% of Rental Fee in the amount of \$ _____ received on _____
	Security/C lean-up Deposit Fee in the amount of \$ _____ returned on _____

Please Keep This Page for Your Record

SECURITY/CLEAN-UP DEPOSIT: A Security/Clean-up Deposit is required for all park reservations. Said deposit will be fully refunded 7 days following date of event provided: there is no physical damage to grounds or structures; attendance number does not exceed number noted on Reservation Form/Contract (groups over 50 will be monitored by MCC staff); users must bag and dispose of all waste, **including Helen's Hut**; and users must leave the area in a clean, reusable condition. Rental tables to provide additional seating may be set up on grass areas, however, picnic tables provided by the park **MUST NOT BE** moved onto grass areas. Picnic tables moved must be returned to original location at end of event. If any of the above restrictions are not met, **NO** portion of the Security/Clean-up Deposit will be returned to the user. A \$20.00 charge will be assessed for a lost key to Helen's Hut. Rental fee begins at 8:00 a.m. day of event and expires at 10:00 p.m. that same day. If early entrance to Helen's Hut is requested (day prior) or departure falls into the day following the event) a \$150 per day charge will apply.

CANCELLATION FEE: Fifty percent (50%) of Rental Fee will be refunded if Park Reservation Coordinator receives notification of cancellation 10 days prior to event. Events cancelled after that period will not be entitled to a refund of any portion of the Rental Fee. Security/Clean-up Deposit will be fully refunded in all instances in event of cancellation. In the event of rain, all monies paid by Lessee (User) toward rental fee, as well as Security/Clean up deposit will be refunded, less cost of dumpster fee and wage to have been paid to MCC staff member scheduled to work day of event, if applicable.

HOURS: The park is available from 8 a.m. until 10 p.m.

MUSIC: Loud music is prohibited as a courtesy to nearby residents and all music must cease at 10:00 PM. If noise complaints are received, a MCC board member will notify rental party to turn down the music. Failure to comply with this request will result in forfeiture of Security/Clean up deposit. **NO EXCEPTIONS!**

DANCING: Dancing is permitted only on cement area surrounding the Gazebo and is prohibited on any of the lawn areas.

RESTROOMS: Restrooms are provided and available to all park visitors during the regular hours of 8 AM until 10 PM.

PLEASE NOTE: Reserved signs will be posted in appropriate rental areas the day of event; however Murphys Community Park is a public facility owned by Calaveras County and is open to everyone. Rental areas cannot be cordoned off. Picnic tables moved **MUST** be returned to original position or refund will be forfeited.

INSURANCE: Proof of Commercial General Liability Insurance in the amount of \$1,000,000 **MUST** accompany third and final check representing remaining 50% of Rental Fee 10 days prior to event.

SALE OR USE OF ALCOHOL: **Serving of alcohol at a private** event is permitted if acknowledged on Reservation Form/Contract. Sale of alcohol by **non-profit organizations** is permitted if acknowledged on Reservation Form/Contract and an ABC State Permit is secured and submitted with third and final check representing remaining 50% of Rental Fee ten (10) days prior to event.

Murphys Community Club

Sue Friedman, Park Reservation Coordinator
340 Tom Bell Road- Unit 214
Murphys, CA 95247