



RENTAL TERMS AND CONDITIONS

1. Rental payment, security deposit and Certificate of Insurance, if applicable, are due at the time rental agreement is signed. **All rental payments must be made 10 days before event and are non-refundable.**
2. **Rental signer must be present at the facility at all times.**
3. Rental includes set up and clean up time. **All events must end by 10:00 p.m.** per City of San Diego Parks & Recreation Department Regulations.
4. Renter is responsible for clean-up of rooms, locking up, and leaving the facility in the same manner in which it was found. Litter pick-up and disposal is the responsibility of the Renter. Trash must be bagged, sealed and placed in the outdoor wheeled trash receptacle. If trash does not fit in the receptacle, the Renter is responsible for removing the trash from park property.
5. Rental is limited to space indicated on signed (by renter) and approved (by EBC) Facility Rental Agreement.
6. Renter brings in their own food and service items. Alcohol is allowed strictly within the guidelines of the City of San Diego's Park Regulations, which are available from the Park and Recreation website (<http://www.sandiego.gov/park-and-recreation/pdf/parkuserulesandregs.pdf>). **Alcohol may not be served between the hours of 8:00 p.m. and 8:00 a.m.** Alcohol may be consumed only within the building and may not be sold on park premises without securing a one-day permit from the California Department of Alcohol & Beverage Control. A copy of any necessary permits must be provided to EBC at least one week prior to the event.
7. **No smoking is allowed on Park premises, neither inside nor outside of the facility.**
8. Electronic amplification for music and/or voice projection must comply with City noise regulations [SDMC §59.5.0501]. The required maximum allowance is 65 decibels at 50 feet between the hours of 7:00 a.m.-7:00 p.m. Events violating the maximum allowance may be turned down or shut off by SDPD or Park Staff.
9. Renter agrees to pay for and assume all liability for any damage to the facility and to indemnify and hold EBC harmless from and against all claims for personal injury (including death) arising from or occurring as a result of the use of the facility.
10. All furniture, equipment and permanent fixtures within the building shall not be removed from the building.
11. Exit doors at rear of stage should remain closed at all times for security reasons.
12. Parking is on a first come, first served basis, and may not be reserved solely for your event.
13. **Confetti, staples, nails, candles or open flames are not allowed in or around the facility.** Placing decorations on walls or doors may be permitted with prior authorization; **all tape, pins, strings, etc. must be removed at end of event.**
14. **In case of fire or other emergency, call 911 immediately.**