



Camron-Stanford House Est. 1876

Camron-Stanford House

RENTAL AGREEMENT

This agreement is made this **DATE** by and between, **NAME and NAME**, Users, and the Camron-Stanford House Preservation Association (CSHPA), Owner. Users desire to rent space at the Camron-Stanford House Museum, 1418 Lakeside Drive, Oakland, CA 94612 for the purposes of a **ceremony and reception on DATE**, to be attended by a maximum of 175 people. The event, which includes all set-up and clean-up time, will last from **TIME** to **TIME**. Clean-up pursuant to Item 19 of the attached Use Restrictions shall be the responsibility Users.

A rehearsal drop-off for this event will take place on DATE, TIME. There is no additional cost for this.

The total rental fee and damage deposit for this agreement shall be: **\$5,000 for 8 hours**. One-half of this amount, or **\$2,500** shall be due at the time this agreement is signed.

The balance of \$2,500 shall be due no later than DATE (60 DAYS PRIOR TO EVENT).

User agrees to provide proof of liability insurance coverage in the amount of \$1,000,000.00 per occurrence for the date of the event that names CSHPA as an additional insured. A \$500 cleaning and damage deposit, included in the charges listed above, less any applicable overtime charges, will be returned if the condition of the Camron-Stanford House upon completion of the event meets with the approval of the Event Coordinator.

Additional hours of use for the event may be added up to two (2) weeks before the event date at a rate of \$300 per hour and shall be covered by an addendum to this agreement. **Additional hours of use**

Camron Stanford House
1418 Lakeside Drive
Oakland, CA 94612
office@cshouse.org / 510-874-7802

requested on the day of the event shall be charged at the overtime rate of \$400 per hour and shall be deducted from the cleaning and damage deposit and/or billed to the User.

Events cancelled more than 6 months prior to the scheduled event date will remain responsible for payment of 50% of this contract. Refund will be provided for any amount paid in excess of 50%. Events cancelled less than 6 months prior to the event date will be held to the terms of this agreement. Refunds will not be provided, and payment is due in full despite event cancellation.

User hereby acknowledges receipt of Use Restrictions for Rental Events which is attached hereto and incorporated herein by reference and agrees that all guests, agents, and employees will be bound by the rules contained therein. Users agree to be responsible for all damage caused by guests, agents, or employees, and will pay the costs of repair and/or restoration as determined by the CSHPA, or its Event Coordinator.

User Name _____ Date _____

User Name _____ Date _____

CSHPA _____ Date _____