



FACILITY RENTAL APPLICATION

129 Castillo St, Santa Barbara, CA 93101

RENTER INFORMATION

Organization:

Mailing Address:

Contact Name:

Telephone: Email

Address:

EVENT INFORMATION

Requested Date:

Requested Start Time:

Requested Hours:

Number of Guest:

Event Description:

ADDITIONAL OPTIONS

Number of 72 inch round tables *(14 maximum offered)*

Number of 8 foot banquet tables *(08 maximum offered)*

Number of folding chairs *(350 maximum offered)*

Request Use of Museum BBQ or Kitchen
(\$500 cleaning deposit required)

Yes

No

Heaters, If used (\$20 per heater)

INSURANCE REQUIREMENTS

Certificate of Insurance naming Carriage Museum as Additional Insured
(\$1,000,000 Minimum Liability Required)

ADDITIONAL

Please review Attachment A: General Museum Requirements

Signature of Application:

Date:

Please return completed application and \$500 deposit to:

Carriage Museum
P.O. Box 1587
Santa Barbara, CA 93102

Contact: Peter Georgi (805)569-0731



RENTAL AGREEMENT

This agreement by and between _____ (renter) and **The Carriage & Western Art Museum of Santa Barbara** (Carriage Museum).

Witness:

That where as, Renter desires to secure from the Carriage Museum certain rights and privileges and obtain permission from the Carriage Museum to occupy space located at 129 Castillo Street, Santa Barbara, California, 93109 (facility) on the following:

Event Date

Event Time

Type of Event:

The purpose of occupancy shall be limited to, for no other purpose then stimulated and shall be subject to the terms and conditions of this agreement.

Renter will abide by the general requirements outlined in Attachment A, and agrees to pay the museum for the rights and privileges hereby granted the amount set forth:

Rental Fee: \$3,000

Museum Staff Member: \$150 cash payable day of the event

Renter Agrees to indemnify and hold harmless Carriage Museum, its officers and employees from loss and liability arising fro the acts and omissions of employees of renter during Renter's use of the Carriage Museum's property. As The Carriage Museum agrees to indemnify and hold harmless Renter, its officers and employees from loss and liability arising from the acts and omissions of employees of renter during rent r ' s use of the Carriage Museum's property, event activities which might be conducted by Renter or their contract(s), guest exhibitors or event patrons.

The insurance policy shall list as **Additional Insured** The Carriage &Western Art Museum of Santa Barbara, Its agents, officers, servants, and employees, insofar as the operation under this contract are concerned the amount of commercial general liability coverage shall be not less than **\$1,000,000.00 per occurrence, \$2,000,000.00 aggregate.**

In witness thereof, this agreement has been executed in duplicate, by and on behalf of the parties hereto.

Signature (Renter)

Date

Signature (Carriage Museum)

Date



ATTACHMENT A:

General Museum Rules and Requirements:

1. Amplified Music must end by 10:00 p.m., No Exceptions.
2. Vehicles shall not block or obstruct driveway
3. Fire access must remain open at all times
4. Barn Occupancy Maximum: 250 patrons
5. No smoking in the facility at any time
6. No hay or straw allowed on premises
7. No confettie of any type allowed
8. NO tape on floors allowed
9. No peanut shells allowed
10. Renter to break down all tables and chairs

I hereby Authorize I have read, understand all requirements and will abide by all regulations listed above.

Signature

Date

CARRIAGE AND WESTERN ART MUSEUM LAYOUT

