

Knowland Park  
**Oakland  
Zoo**

Nº



P.O. Box 5238 • 9777 Golf Links Road • Oakland, California 94605 • 415/632-9525

**SNOW BUILDING RENTAL AGREEMENT**

1. Applicant \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_
2. Applicant \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Address \_\_\_\_\_
3. Organization \_\_\_\_\_ Address \_\_\_\_\_  
Name \_\_\_\_\_
4. Date of Use \_\_\_\_\_ Hours \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM
5. Type of Activity \_\_\_\_\_ Estimated Attendance \_\_\_\_\_
6. I/we shall indemnify, defend and hold harmless the East Bay Zoological Society and their officers, agents and employees from any and all claims, losses, costs or liabilities accruing or resulting to any persons, firm, corporation or other public or private entity for damages of any kind, including, but not limited to injury, harm, sickness or death, to persons or property from any cause whatsoever arising from or in any way connected with the activity specified.
7. I have read the rules and regulations and the conditions set forth on this agreement (see over) and hereby agree to all the terms.
8. Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_
9. Rental Charge \_\_\_\_\_ Diagram \_\_\_\_\_  
Additional Hourly Charge \_\_\_\_\_ Dance Permit \_\_\_\_\_  
Refundable \_\_\_\_\_ Liquor Permit \_\_\_\_\_  
Damage Deposit \_\_\_\_\_ Security Guards \_\_\_\_\_  
Total Charge \_\_\_\_\_  
Deposit \_\_\_\_\_ Date \_\_\_\_\_  
Balance Due \_\_\_\_\_ Date \_\_\_\_\_

Approved By \_\_\_\_\_

Date \_\_\_\_\_

## RULES AND REGULATIONS

1. Reservations must be made in person by the adult responsible for the event.
2. No person under age 18 may rent the Snow Building.
3. Reservations are confirmed only upon the Society's receipt of the signed contract accompanied by the deposit. Balance of fees and damage/clean up deposit are due and payable four (4) weeks prior to the date of reservation.
4. A service charge of \$25. will be taken out of the damage deposit in the event of cancellation. If the reservation is cancelled less than (2) months prior to the scheduled event, no refund of the deposit will be made.
5. No refund of deposit and/or rental fee will be made if the event is cancelled after the balance of fees are paid or if the Society cancels a reservation for failure to comply with the established rules and regulations.
6. No refund of the damage/clean up deposit will be made if there is damage to the Snow Building and/or its properties, if the building and/or grounds are left in a messy condition; if building property is stolen, if there is excessive noise from music and/or guests which causes disturbance to the park's neighbors.
7. No refund of the damage/clean up deposit will be made if the renter fails to vacate premises at the time designated on the rental agreement.
8. Dance and Liquor Permits must be posted during the hours of the event on bulletin board in the entry hall.
9. No person(s) under the age of 21 may enter the building when liquor is being sold.
10. Bird seed may be used *outside* of the building *only*. Rice is prohibited.
11. No decorations, signs, posters, etc., may be fastened on the interior walls or ceilings of the building. All decorations, signs, posters, etc., must be removed from the building and the park at the conclusion of the event.
12. The building and equipment are rented "as is." Renter is responsible for damages to the building and/or equipment and for leaving the building and grounds in a neat, clean and orderly condition. Renter will be billed for damages and/or custodial fees over and above the damage/clean up deposit resulting from debris left in or about the building and any damages or removal of equipment from the building.
13. The custodian will set up tables and chairs according to the diagram furnished by the renter and will take them down. Diagram must accompany payment of the balance of fees.
14. The times of arrival and departure shall include the arrival and departure of the caterer or those setting up or decorating the building.