



Camron-Stanford House

RENTAL AGREEMENT

This agreement is made this _____ day of _____, 2011 by and between _____, User, and the Camron-Stanford House Preservation Association (CSHPA), Owner. User desires to rent space at the Camron-Stanford House Museum, 1418 Lakeside Drive, Oakland, CA 94612 for the purposes of _____, on the _____ day of _____, 20____, to be attended by a maximum of _____ people. The event, which includes all set-up and clean-up time required by a caterer, will last from _____ (a.m./p.m.) to _____ (a.m. /p.m.), for a total of _____ hours.

A rehearsal for this event will take place on _____ at _____ o'clock and shall last no more than two (2) hours. There is no additional cost for this rehearsal.

The total rental fee for this agreement shall be \$_____. Fifty percent (50%) of this amount or \$_____ shall be required at the time this agreement is signed. The remaining fifty percent (50%) or \$_____ shall be due no later than 60 days prior to the event on _____.

A cleaning and damage deposit of \$_____ is required at least 60 days prior to the event. The amount of the cleaning deposit (*includes*) / (*does not include*) \$200 paid as a booking fee. The cleaning and damage deposit, 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 one (1) week before the event date at regular rates and shall be covered by an addendum to this agreement. **Additional hours of use requested on the day of the event shall be charged at the overtime rate of \$300 per hour** and shall be deducted from the cleaning and damage deposit and/or billed to the User.

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. User agrees 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 (*please print*) _____

User Signature(s) * _____

Address _____ City _____ Zip _____

Telephone _____ Cell _____ E-mail _____

Date _____

Caterer Information (if available):

Name _____

Address _____ City _____ Zip _____

Telephone _____ Cell _____ E-mail _____

* This agreement must be signed by a person 21 years of age or older who shall be financially responsible for payment to CSHPA.

Camron-Stanford House Preservation Association
1418 Lakeside Drive, Oakland, CA 94612
Event Coordinator 510-444-1876
Administration 510-874-7802
FAX 510-874-7803 email sevans@cshouse.org