



## **CITY OF WESTMORLAND**

355 South Center Street • Post Office Box 699  
Westmorland, California 92281  
Tel: (760) 344-3411 • Fax (760) 344-5307  
Email - info@cityofwestmorland.net

CITY OF WESTMORLAND YOUTH HALL CENTER  
210 West Second Street

### **RULES & REGULATIONS**

1. Rental and Deposit fee must be paid in advance to the event date (Cash or Check).
2. Deposit(s) will be refunded only if Youth Hall and/or kitchen are left clean and no damage has been done. Any damage done to either the main hall, restrooms or kitchen will be billed to the renter as soon as the city has its reasonable repaired price. Cleaning supplies will be assessable for use.
3. Renter of the Youth Hall, being 18 years of age, whether representing him/her or an organization, will be responsible to the city for any and all damages by members of guests to furniture, equipment, etc., belonging to the Youth Hall. They shall also be responsible for the conduct of any/and all people attending the event.
4. Restrooms and kitchen (if rented) will be cleaned thoroughly, including picking up and removal of all litter and debris.
5. All garbage and trash accumulated shall be thrown away in the trash receptacle located in the front of the building.
6. Nothing belonging to the city facility is to be removed from the premises.
7. The renter is responsible for closing doors and lights are turned off before leaving the premises.
8. Two (2) Security Guards must be present at all dances of any type. Such arrangement will be made through the Chief of Police one week in advance. Verification of the two Security Guards presence is necessary before the Youth Hall can be rented.
9. All Juvenile parties must be chaperoned by a responsible couple (one couple for every 25 youths or fraction thereof).
10. Closing time is 12:00 a.m. except by Special permission.
11. All music must be moderate so as not to disturb the Community.
12. No loud or profane language or fighting will be permitted.
13. Groups sponsoring programs and services which are designed to upgrade the conditions of the socially and economically deprived Citizens of the City of Westmorland, such as Health, Welfare, Education, and Community Action and Non-Profit Community, Youth Hall and Residents Service Organizations

are exempt from the fees. Council has the authority to make changes to this rule and any given time and circumstance.

14. Use of the Hall depends upon Strict Compliance of all Rules and Regulations. If the Rules and Regulations are not complied with, this will be just cause to close down the event.
15. Any false statement to obtain permission or have privilege to use the hall will result in the loss of said privileges and/or revoking of permission and deposit.
16. Use of alcohol in the Hall **MUST** adhere to Resolution 85-1. Must be approved by Chief of Police two weeks in advance of event.

\_\_\_\_\_ Date approved: \_\_\_\_\_  
Chief of Police Perry Monita

17. The rental fee for the Youth Hall will be as follows: Main Hall without Kitchen - \$200.00 rental fee for a minimum of four (4) hours, additional hourly rate will be \$50.00/hour, (excludes one hour for setup and 1 hour for cleanup).
18. The rental fee for the Youth Hall and Kitchen will be as follows: \$250.00 rental fee for a minimum of four (4) hours, additional hourly rate will be \$50.00/hour, (excludes one hour for setup and 1 hour for cleanup).
19. \$200.00 Cleaning Deposit will be required for all events No Exceptions!
20. Youth hall key will be picked up at City Hall on the Friday before the event, key will be dropped off in the City Hall drop box right after the event No Exceptions.

**21. NOTICE: Youth Hall TABLE AND CHAIRS WILL NOT BE PROVIDED IN RENTAL USE.**



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## CITY OF WESTMORLAND YOUTH HALL CENTER RENTAL AGREEMENT

I have read the Rules & Regulations and promise to follow them completely as stated.

**CITY ONLY ACCEPTS CASH FOR THE DEPOSIT AND RENTAL FEE – NO EXCEPTIONS.**

\_\_\_\_\_ Contact No. \_\_\_\_\_  
 Name of renter or organization **Number Required**

\_\_\_\_\_ Type of event: \_\_\_\_\_  
 Email

**Rental Date:** \_\_\_\_\_ **Reservation Time Frame:** \_\_\_\_\_ to \_\_\_\_\_

### Youth Hall without Kitchen

Total Rental Hours: Four (4) hour minimum (excludes one (1) hour for setup and one (1) hour for cleanup)

Rental fee paid (**\$200.00 additional hours x \$50.00/hour**): \$ \_\_\_\_\_

Retail Fee Paid Cash: Yes.  No.  Retail Fee Paid Check: Yes.  No.

Date paid: \_\_\_\_\_ Collected by City Staff Person: \_\_\_\_\_

**\$200.00 Cash Deposit Fee collected:** Yes  No  Collected by: \_\_\_\_\_  
City Staff Person

**\$200.00 Check Deposit Fee collected:** Yes  No  Collected by: \_\_\_\_\_  
City Staff Person

Date paid: \_\_\_\_\_ Date returned: \_\_\_\_\_

### Youth Hall with Kitchen

Total Rental Hours: Four (4) hour minimum (excludes one (1) hour for setup and one (1) hour for cleanup)

Kitchen Rental fee paid (**\$250.00 additional hours x \$50.00/hour**): \$ \_\_\_\_\_

**\$200.00 Cash Deposit Fee collected:** Yes  No  Collected by: \_\_\_\_\_  
City Staff Person

**\$200.00 Check Deposit Fee collected:** Yes  No  Collected by: \_\_\_\_\_  
City Staff Person

Date paid: \_\_\_\_\_ Date returned: \_\_\_\_\_

As the renter of the Youth Hall, I hereby certify that no alcoholic beverages will be at this event unless I comply with Resolution 85-1.

Signature of Renter \_\_\_\_\_ Date \_\_\_\_\_

**\*Applicant will forfeit deposit(s) if they fail to follow all Rules & Regulations that apply to their event\***

RESOLUTION NO 85-1

**A RESOLUTION OF THE CITY OF WESTMORLAND, CALIFORNIA, ALLOWING ALCOHOLIC BEVERAGES AT THE CITY YOUTH HALL PRESCRIBED TERMS AND CONDITIONS**

**WHEREAS**, Citizens of the City of Westmorland are desirous of utilizing the City Youth Hall for social and other functions; and

**WHEREAS**, the City's present policy as embodied in Resolution number 85-1 and Rules and Regulations governing the use of the Youth Hall prohibits the serving or consumption of alcoholic beverages with the Youth Hall; and

**WHEREAS**, citizens evidencing the desire to use the Youth Hall for social gatherings have stated that prohibition against alcoholic beverages within the Youth Hall impairs the ability to organize popular functions for the Youth Hall; and

**WHEREAS**, it is the policy of the City Council of the City of Westmorland to promote and encourage use of the Youth Hall by Westmorland residents:

**NOW, THEREFORE**, the City Council of the City of Westmorland hereby resolves as follows:

1. Effective immediately the sale and consumption of alcoholic beverages shall be allowed within the physical confines of the City Youth Hall provided all the following terms and conditions are strictly complied with:
  - a. All alcoholic beverage sold and consumed shall be provided by a caterer Licensed by the State of California.
  - b. Absolutely no alcoholic beverage will be consumed outside the physical confines of the Youth Hall.
  - c. Before any individual or group is allowed use of the Youth Hall under Circumstances where alcoholic beverages will be consumed, the City shall be provided with the following:
    - i. The name, address and telephone number of the caterer who will provide the alcoholic beverages.
    - ii. Proof of the caterer's current licensing and/or permit status with the Alcoholic Beverage Control Department; and
    - iii. Proof that the caterer has in force a current policy or liability insurance naming the City of Westmorland as an additional insured in the amount of One Million dollars.
    - iv. An indemnity agreement signed by the Caterer agreeing to hold the City of Westmorland harmless from any/all claims arising out of use of the Youth Hall rental event.
2. This Resolution shall be reviewed by the City Council at regular City Council meetings from time to time. The purpose of such reviews will be determined if the policy set forth herein shall be allowed to remain in effect, or be amended or terminated.
3. Except as specifically set forth herein Resolution 85-1 prohibiting consumption of alcoholic beverages at City owned facilities shall remain in full force and effect.

PASSED AND ADOPTED THIS 6<sup>TH</sup> DAY OF FEBRUARY, 1995.

Henry Graham,  
MAYOR

ATTEST:

Sally Traylor  
City Clerk