



"Committed to a Higher Standard"

APPLICATION FOR USE OF ESTERLY HALL

Name of Group or Person _____

Address _____ Phone _____

Type of Function _____ Number of People _____

Date of Function _____ Time: (from) _____ (to) _____ Alcohol served/sold? Yes _____ No _____
(include time for setup & clean-up)

Contact Person _____ Phone _____ email _____

Insurance Company Name: _____

Insurance Company Address: _____

Insurance Company Policy # _____ Insurance Company Phone : _____

AGREEMENT:

I hereby assume responsibility for conduct of the group using the reserved facility and shall be held liable for any or all damages incurred during the use period. The undersigned hereby agrees to hold the Nevada County Association of REALTORS®, herein known as NCAOR, harmless from any and all damages to persons or property or both, or claims for damages of any nature whatsoever arising out of the use of the facility, and have read and understand the conditions required to rent said facility.

I understand that the \$50 room deposit is to be applied to the rental fee, or used as payment if the undersigned has not given NCAOR a 24 hour notice of cancellation.

Signature _____ Date _____

******* FOR OFFICE USE ONLY *******

Name of Group/Person _____ Estimated Rental Fee _____

Certificate of Insurance: Liability Ins. _____ Liquor Liability Ins. _____ Liquor Permit _____

Reservation Deposit: Ck#/Date _____ Amt _____ Security Deposit: Ck#/Date _____ Amt _____

Rental Fee: Ck#/Date _____ Amount _____ Key Color: _____

Refunded Amount _____ Date key Returned: _____

5/11/09