



One Eighty Teen Center Special Group & Private Party Contract for Rental on a Recurring Basis

Located at 17 West Lockeford Street
Lodi, CA 95240 • (209) 339-2308

ONE EIGHTY MISSION STATEMENT

The One-Eighty Teen Center is a church based, private, non-profit organization whose mission statement is to: "impact the lives of high school and junior high students by providing a safe place for teens that produces meaningful activities, mentoring relationships, and support systems that encourage spiritual growth and promote positive development."

The Teen Center has been extremely successful in its mission thus far, through cutting edge events, attractions, programs, and authentic mentoring relationships that positively impact kids' lives. The Teen Center and its programs are a reflection of many partnerships throughout the Lodi area. Community businesses and volunteers gave much of their time, energy, creativity and finances to see this dream come to fruition. The One-Eighty Teen Center is solely funded through community donations, grants, fund raisers, and United Way. Lives are being changed at the One-Eighty Teen Center! Come visit and see for yourself!

The One-Eighty desires to be a positive place for the entire community, whenever possible. If you are interested in hosting a community, church, or private event please fill out the following application and return it to the Staff as soon as possible.

***As guests of the One-Eighty Teen Center _____
(Individual/Organization's name) will align ourselves with the Mission Statement
listed above.***

PRIVATE PARTY / SPECIAL GROUP INFORMATION

Private Party/Group's Name: _____

Contact Name: _____ Phone: _____

Email Address: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

DESCRIPTION OF EVENTS, AGE GROUP, & EXPECTED NUMBER

DEPOSITS & FEES

<p><u>Non Refundable Deposit:</u> _____</p> <p><i>This cleaning and equipment deposit is for any additional cleaning that might be needed or for missing/damaged items. Your deposit will be processed and available one week after the event.</i></p>	<p><u>Staff:</u> <u>per hour/per staff</u></p> <p><i>Staff fees are calculated from the designated time for the doors to be opened and closed. The size of your group and type of activities will determine the amount of staff needed. 1 Staff member is required for every 30 attendees.</i></p>	<p><u>Skate Park Fee:</u> _____</p> <p><i>This includes unlimited helmet rentals and the use of the skate park. Signed waivers for all skaters / BMXers will be required.</i></p>
<p><u>Rental:</u> _____</p> <p><i>This is the flat rate for a rental of 3 hours or less. Any additional time needed for your event will fall under the Staff fee. This flat rate applies to all features you selected.</i></p>	<p><u>Non-Profit Clause:</u></p> <p><i>As a service to One-Eighty Benefactors, other non-profit organizations, and in an attempt to make the One-Eighty Teen Center "community friendly" these prices can be negotiable, please speak with a director.</i></p>	<p><u>Live Music:</u> _____</p> <p><i>A \$20 per hour fee will be charged for the 180 sound technician to run sound for any live music.</i></p>

PLEASE WRITE DOWN THE DAYS & TIMES REQUESTED FOR RENT:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

TERMS AND AGREEMENTS

- Hours:** The Teen Center is not available during regular business hours. (Tuesday-Friday 2pm-6pm, Friday nights 6pm-12am, Sunday nights 5pm-9pm). In the case of a conflict in scheduling, One-Eighty reserves the right to preempt any rental agreement for ministry purposes with reasonable notice.

2. **Contract:** The person whose name appears on this contract is responsible for all broken, damaged, or missing Teen Center property.
3. **Cleaning:** The One-Eighty staff are not responsible to clean the Teen Center; it must be returned to its original condition after the event. If not found in its original condition a cleaning fee will be withdrawn from the cleaning deposit. (There is a cleaning check-list provided upon rental.)
4. **Rules:** All regular Teen Center rules apply to private parties or special group events.

One-Eighty General Rules:

- ❖ Adults must be accompanied by a minor (in regard to a Parent of a child)
- ❖ One-Eighty guest must be currently enrolled in High School or Middle School
- ❖ Your Momma doesn't live here, clean up your own mess
- ❖ We Enforce a ZERO TOLERANCE POLICY:
 - NO Drugs, Alcohol, or Tobacco
 - NO Fighting or Violence
 - NO Bullying or Intimidation
 - NO Profanity or Rude Language
 - NO Inappropriate Attire
 - NO Public Displays of Affection
 - NO Disrespect of One-Eighty Staff, Property, or Programs

Skate Park Rules:

- ❖ Skateboarders must have a signed, valid permission slip on file
- ❖ Skate at your own risk
- ❖ No Skateboarding inside the Teen Center
- ❖ Skateboard only during designated hours
- ❖ ALL Skateboarders must wear a helmet

5. **Limits:** The *Cafe*, all other *office space*, and the *sound booth* are off-limits unless accompanied by a staff member. All video & sound equipment will be operated by staff only.
6. **Respect:** You are responsible to maintain the behavior of your guests in regards to our facility, neighboring homes & businesses, etc.
7. **Purpose & Activities:** Your event must align with the One-Eighty's purpose statement, "...to provide a safe and positive place for the community...". The staff reserves the right to end any activity that is contrary. Please note the following in regards to planning your activity-
 - all conduct must be edifying and positive
 - music must be clean and respectful
 - movies shown must be PG or G
 - no candles are allowed to be burned (birthday candles are the exception)
8. **Staff members:** Staff are provided solely to run Teen Center equipment, not to clean, etc.
9. **Service:** The One-eighty staff reserve the right to refuse service.

I have read the above terms and agreements, as well as the One-Eighty Rules, Guidelines, and Cleaning Procedures. I hereby agree to abide by the rules and take responsibility for all activities. Furthermore, I will be the first to arrive and the last to leave the event that I am holding.

Signature: _____ Date: _____

Name of Group: _____ Date: _____

HOLD-HARMLESS CLAUSE

The One-Eighty Teen Center has its liability insurance under the umbrella of the First Baptist Church of Lodi. This insurance covers the normal activities of the Teen Center that fall under the programs that are planned and conducted by the One-Eighty staff. Any group that rents the teen center facility for any private party or activities must sign a contract and also present proof of insurance. Any party or organization that does not have its own insurance must sign this “hold-harmless” clause. This clause indicates that the party, using the teen center under a signed contract, will not hold the teen center responsible for any harm, injury, or death that may happen at the teen center while the contracted party is renting the center. The contracted party agrees to tell all participants of their activity that the teen center will not be held responsible and use of the teen center is strictly at their own risk.

CANCELLATION CLAUSE

The One-Eighty Teen Center and the contracted renter may cancel this contract. If the contract is for an ongoing weekly or monthly event, the Teen Center requires at least a 30 days notification.

Renting Party Representative

Teen Center Representative

For Office Use Only After Event

Staff Working Event:

Director's Authorization & Comments:

Payment	Amount	Paid	Date Received
Non Refundable Deposit			
Rental Fee			
Staff Fee			
Skate Park Fee			
Live Music			
Total Fees:			

Post Event Checklist (Please Circle)

Condition	Comments		
Clean-up:	Excellent	Needed Some Touch Up	Disaster
Technology	Excellent	Missing Items	Damaged & Broken Items
Deposit	Full	Half	None

Additional Comments/Concerns:

Is the group invited back: yes no

Estimated amount of items missing or damaged: \$ _____

Extra Payment Needed for Damages: \$ _____

Director's Approval: _____

POST EVENT CLEAN-UP CHECKLIST:

Task	Description	Initials
Restore bathrooms to top condition	<ul style="list-style-type: none"> · Sinks & toilets disinfected · Garbage emptied & replace liner (including girly bin) · Bathroom Floor mopped · Mirrors cleaned 	
Restore main areas to top condition	<ul style="list-style-type: none"> · Vacuum, sweep and/or mop floors (entryways, kitchen, restrooms, café, conference room, behind reception area) · Garbage cans emptied & replace liners · Wipe down all counter tops, table tops, booths, computers, etc. · Windex all windows (Inside & out) and all glass surfaces & DO NOT USE WINDEX ON LCD MONITORS · Return helmets, pool sticks & pool balls to café. · Return furniture to proper arrangement. 	
Outside	<ul style="list-style-type: none"> · Pick up all trash in front and back of 180, on east side, and in the Duncan Press parking lot 	
Shut Down	<ul style="list-style-type: none"> · Make sure all doors & windows are closed · Make sure heat or air conditioning & fans are OFF · Make sure Video Projector & all electronic equipment is turned off · Make sure all computers have been shut down · Make sure all lights are off including bathrooms · Turn on alarm when leaving. 	

Notes: