

**City of Hermosa Beach
Theatre Rental Application**

Community Resources Department
710 Pier Ave. Hermosa Beach, CA 90254
PHONE: 310.318.0280
FAX: 310.372.4333



OFFICE USE ONLY

Date Received: _____

Contract #: _____

Staff Initial: _____

Requesting Insurance: YES NO / Alcohol: YES NO

Facilities Requested:

**HERMOSA BEACH COMMUNITY THEATRE (502 seats)
Pier Ave. 2nd Story Theatre (80 seats)**

Please check appropriate box.

EVENT TITLE:

APPLICANT INFORMATION

Applicant (Company Name): _____

Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Main Contact: _____

Cell: _____

Check box: Commercial/For Profit Non-Profit REQUIRED Tax ID #:

EVENT DETAILS

Type of Event:

- Theatrical Production Film Premiere Choral Performance Dance Recital
 Lecture Live Music Performance Other: _____

Total estimated attendance, including performers per performance day: _____

INSURANCE

Insurance is **MANDATORY** for all events held at the *Hermosa Beach Community Theatre* and the *Pier Avenue 2nd Story Theatre*. Renter waives all claims against the City of Hermosa Beach, its officers, agents and employees, for fees or damages caused by, arising out of, or in any way connected with the exercise of this contract. Please check appropriate box:

- We request to be added to the City of Hermosa Beach insurance policy and will pay the additional fees as required based on the classification of the event.
 We will supply our own liability insurance with a \$1 million coverage naming "The City of Hermosa Beach, its agents, officers, and employees as additionally insured."

Will there be videotaping during your event/production? (Please circle) YES NO

If YES, for what purpose? Please explain below:

If available I do request the use of the Hermosa Beach Playhouse Marquee, for an additional cost of \$50.

Marquee Information

14 spaces line 1:
14 spaces line 2:
14 spaces line 3:
24 spaces line 4:
24 spaces line 5:
24 spaces line 6:

Special Accommodations Subject to Approval

All requests for equipment, backdrops, placement of sets and props must be received in writing and authorized by the Recreation Supervisor two weeks prior to installation.

Organization Assumption of Risk and Release of Liability

On behalf of our organization we agree to assume all risks for injuries arising out of, or resulting from, the use of the *City of Hermosa Beach Community Theatre* or *Pier Ave. 2nd Story Theatre* and/or personal property located thereon, and further agree to make no claim whatsoever for injuries out of, or resulting from, the use of any City buildings, grounds, real property or personal property located thereon. We shall be personally responsible on behalf of our organization.

Please note that the theatre **will be opened only if payment is received two weeks prior to the event** in the form of a cashier's check, cash, credit card, or money order. I have read and agree to the attached playhouse rental policy and house rules.

I/We have read and agree to abide by and enforce the rules, regulations and policies of the City of Hermosa Beach Theatre rental Policy.

Signature of Applicant Date

Applicant Name (please print) Phone Number

Approved By: _____
Department of Community Resources Date

Adopted by the Parks & Recreation Commission: July 2, 2002
Implemented beginning July 8, 2002

