

Las Positas College

3000 Campus Hill Drive

Livermore, CA 94551

(925) 424-1631

Online: [LPC Facility Rentals](#)



COLLEGE FACILITIES USE AGREEMENT

Aquatic Center, PE Complex, Synthetic Field, and Track

FACILITIES

- | | | |
|---|--|--|
| <input type="checkbox"/> Instructional Pool (1)
<i>6 lanes</i> | <input type="checkbox"/> Competition Pool (2)
<i>13 lanes</i> | <input type="checkbox"/> Pool House Restrooms |
| <input type="checkbox"/> PE101 (Gym) | <input type="checkbox"/> L2500 Front Lobby | <input type="checkbox"/> L2500 Activity or Classroom |
| <input type="checkbox"/> L2500 Conference Room 142 | <input type="checkbox"/> L2500 Concession Stand | <input type="checkbox"/> L2500 Front Patio |
| <input type="checkbox"/> L2500 Back Patio | <input type="checkbox"/> L2500 Locker Rooms
<input type="checkbox"/> Men <input type="checkbox"/> Women | |
| <input type="checkbox"/> Synthetic Field | <input type="checkbox"/> Track | |

EVENT SET-UP SPECIFICS

- | | | | |
|--|--|---|--------------------------------------|
| <input type="checkbox"/> Swim Lane Lines # _____ | <input type="checkbox"/> Dive Lanes # _____ | | |
| <input type="checkbox"/> Basketball, 1 Court Set-up
of bench seats _____ | <input type="checkbox"/> Basketball, 2 Court Set-up
of bench seats _____ | <input type="checkbox"/> Court Changeover
<input type="checkbox"/> Yes Time: _____ | |
| <input type="checkbox"/> Bleachers
<input type="checkbox"/> 1 Side <input type="checkbox"/> 2 Sides | <input type="checkbox"/> Portable Hoops
_____ | <input type="checkbox"/> Portable clocks
_____ | |
| <input type="checkbox"/> Volleyball Net Set-up
_____ | <input type="checkbox"/> Synthetic Field Lights
Start Time: _____ End Time: _____ | <input type="checkbox"/> Synthetic Field Goals | |
| Type of Sport: _____ | Participant Ages: _____ | | |
| <input type="checkbox"/> Practice | <input type="checkbox"/> Game | <input type="checkbox"/> Tournament | <input type="checkbox"/> Camp Clinic |
| Number of Teams: _____ | Number of Participants: _____ | Total Number of Attendees: _____ | |

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RENTAL DETAILS

RENTAL DATE/S: _____ RENTAL DAYS OF THE WEEK: _____

RENTAL ENTRY TIME: _____ EVENT START TIME: _____ RENTAL EXIT TIME: _____

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RENTAL TIME MUST INCLUDE SET-UP, EVENT, AND BREAKDOWN TIME

EVENT FEE CHARGED TO PARTICIPANT: _____ ATTENDEE: _____

APPLICANT INFORMATION

ORGANIZATION NAME: _____ CONTACT NUMBER: _____

CONTACT EMAIL: _____ CONTACT NAME: _____

DAY OF EVENT CONTACT: _____ NUMBER: _____

ADDRESS/BILLING: _____

NUMBER STREET

CITY

STATE

ZIP CODE

ORGANIZATION WEBSITE: _____

Facility Rentals are subject to the following conditions:

1. Agreement may be cancelled at any time prior to use should facilities be needed for college purposes
 I agree to this condition
2. Aquatic Center lessee understands current lifeguard certificates must be submitted to Facility Rentals Office to confirm event
 I agree to this condition
3. Lessee is responsible for any damages sustained to the school premises, furniture, or equipment that cause due the occupancy of the Lessee.
 I agree to this condition

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4. Lessee understands and agrees to two (2) hour minimum Campus Safety and Custodial service fees.
 I agree to this condition
5. Lessee will be required to pay additional custodial clean-up fees if excessive mess or waste is left behind
 I agree to this condition
6. Lessee will abide by Las Positas College rules, regulations, and polices governing the use of facilities.
 I agree to this condition
7. No modifications to Las Positas College structures, electrical, facility or mechanical apparatus
 I agree to this condition
8. No use of external equipment in any Las Positas College Facilities
 I agree to this condition
9. Alcoholic beverages, controlled substances, intoxicants, and tobacco are not allowed on campus.
 I agree to this condition
10. No food or drinks except water are allowed in any LPC facility.
 I agree to this condition
11. The Lessee is bound by the agreement start and end time agreed upon by the LPC Facility Rentals Office. Time Overage will be charged at a per hour overtime rate for any amount of time past contract end time.
 I agree to this condition
12. Evidence of insurance policy listing Las Positas College as the additionally insured must be received by the LPC Facility Rentals Office in order to confirm your request.
 I agree to this condition
13. Rental fees must be paid in full two (2) weeks prior to the event.

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I agree to this condition

14. Cancellation of the agreement less than ten (10) business days prior to event will result in loss of rental fees.

I agree to this condition

THE APPLICANT AGREES THAT THE USE OF COLLEGE FACILITIES SHALL BE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE BOARD OF TRUSTEES OF THE DISTRICT AS STIPULATED IN GOVERNING BOARD POLICY NO 6700. NOTICE TO APPLICANT: Facility Fees and Staffing charges will apply according to the Fee Schedule on the LPC Facility Rental web site. Requester will observe and obey all Guidelines for Rental of Facilities on the LPC Facility Rental web site. This is an application for use only. You will receive confirmation of use and invoice under separate cover. Payment is due upon receipt of invoice.

CERTIFICATE OF LIABILITY: A Certificate of Liability (COL) is required for all facility rentals in the amount of \$1 million naming Las Positas College as the Certificate Holder.

SIGNATURE: _____

DATE: _____

*CONFIRMATION OF FACILITY RENTAL IS DEPENDENT ON AVAILABILITY AND STAFFING.