

# Effie Yeaw Nature Center

PO Box 579, Carmichael, CA 95609

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## User Agreement for Effie Yeaw Nature Center Assembly Building and/or Facilities Rental

This agreement is to be signed by the person(s) representing the agency, business, organization or special event that is renting one – three rooms in the Effie Yeaw Nature Center Assembly Building and facilities. **This Agreement must be filled out to confirm your reservation.** This form must be signed by an adult 21 years of age, accepting all responsibility as an individual or as a representative for a group. This Agreement will be pending until the deposit is paid and any necessary Special Use Permits are received.

**Organization:** \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_

**Full Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Alternate Phone:** \_\_\_\_\_

**Tax Exempt # (if non-profit):** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_ **Event Hours:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**Number of Participants:** \_\_\_\_\_ **Number of vehicles expected:** \_\_\_\_\_

I have read and understand “ASSEMBLY BUILDING RENTAL & EVENT POLICIES” and agree to be responsible for control and supervision of attendees to this event and all other policies described therein:

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

- Will alcohol be served?  Yes  No
- Will you be using A/V equipment?  Yes  No
- Will you be using amplified sound equipment?  Yes  No
- Will you have an outside caterer?  Yes  No
- Will you need kitchen access?  Yes  No

Describe the set-up (chairs/tables, etc.) and/or other requirements for the event:

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\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

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**For EYNC Only**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

**Deposit Amount: \$** \_\_\_\_\_ **Date Paid:** \_\_\_\_\_ **Payment Due Date:** \_\_\_\_\_