

**BAYSIDE COMMUNITY HALL**

2297 Jacoby Creek Road, Bayside, California  
 Mail Address: PO Box 31, Bayside, CA 95524

www.baysidecommunityhall.org  
 email: baysidecommunityhall@gmail.com  
 Message Phone: (707) 822-9998

**RENTAL APPLICATION**

Provide all requested information & submit with \$400 Security Deposit to reserve your event date.

TODAY'S DATE: \_\_\_\_\_ EVENT DATE(s): \_\_\_\_\_

RENTER: \_\_\_\_\_  Individual  Non-Profit  Business/Organization

NAME OF EVENT: \_\_\_\_\_

**REQUIRED INFORMATION ABOUT YOUR PROPOSED EVENT**

Type of Event: (circle all that apply)	
Meeting / Fundraiser or Benefit / Play / Class / Workshop / Dance / Wedding / Reception / Reunion / Breakfast / Luncheon / Dinner / Graduation / Memorial / Exercise / Festival / Garage Sale / Commercial Sale / Crafts Fair / Plant Sale / Youth Activity / Party / Organization Function / Other:	
Estimated Total Attendance	
Age Range of Attendees	
Is this event open to the general public?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there an admission charge?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will food be served?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Food for sale
If yes, what type?	
Will alcohol be served?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Alcohol for sale
If yes, what type?	
Hall rental equipment or services needed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure/Need more info

**HALL REQUEST FOR**  Main Hall  Kitchen  Both

	Date(s)	Time(s)	# Hours
SET-UP			
EVENT			
CLEAN-UP			

**WHO IS THE PRIMARY CONTACT FOR THE EVENT?**

CONTACT PERSON: _____	Preferred Phone: _____
MAIL ADDRESS: _____ (city/state/zip)	Second Phone: _____ Email: _____
Alternate Contact Name: _____	Preferred Phone: _____
Email: _____	Second Phone: _____

I have read, understand and agree to adhere to the Hall's Rental Rules.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Security Deposit to be paid by:  Check mailed to Hall PO Box  Paypal +\$15 fee (Hall to send invoice)