

Pollock Pines-Camino Community Center (PPCCCA) Rental Application

Contact: Joyce Harris (530)417-1821 facilities@pollockpinesca.org

Date of Event: _____	# of Hours requested: _____	Door Code #: _____
Set-Up Time: _____	Vacating Time: _____	Room # Requested: _____
Type of Event: _____		
Number of People Attending: _____		
Event Open to Public (Y/N): _____		

Application Date: _____
Applicant Name: _____
Group or Organization: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Work Phone: _____
Driver's License#: _____

Anyone who rents from the PPCCCA, needs to provide and name the PPCCCA as additional insured on their policy in regards to the purpose for which they are using the facility. They need no less than a current policy of 1 (one) million occurrent limit and 2 (two) million aggregate limit.

(Proof of Insurance is to be attached to this form) _____
Date received: _____

Alcohol To Be Served: Yes No
(A Liquor License is required if a public event)

PPCCCA to run bar and responsible for liquor license? Yes No

Special Notes: _____

Applicant Signature: _____	Date: _____
PPCCCA Representative: _____	Date: _____

PPCCCA Mailing Address: P.O.Box 1195 - Pollock Pines, CA 95726 (530)647-8005

FEE SUMMARY	
Room #1 Fees:	
\$ 25 Per Hr. (\$75. min)	
\$225 for daily rate	
Kitchen Included	_____
Room #2 Fees:	
\$ 25 Per Hr. (\$75. min)	
\$150 for daily rate	
Kitchen Included	_____
Room #1 & #2:	
\$375 for daily rate	
Kitchen Included	_____
Room #3 Fees:	
\$ 15 Per Hr. (\$30. min)	
\$100 for daily rate	_____
Room #4 Fees:	
\$ 20 Per Hr. (\$40. min)	
\$120 for daily rate	_____
Kitchen - \$25/Hr.	
(\$75 min.) for Food	
Preparation & Serving	_____
Rental Total	_____
Cleaning/Security Deposit	\$ 500.00
Deposit Paid	Date _____ Check# _____
Balance Due	Date _____ Check# _____
(must be paid 15 days prior to event)	_____