



City of Seal Beach Recreation & Community Services

211 8th St Seal Beach CA 90740 Phone: (562) 598-8624

Email: smartinez@sealbeachca.gov



Seal Beach Tennis and Pickleball Center Facility Rental Application

Required for all Community Center Reservations:

1. This Application
2. Certificate of Insurance:
 - All users are required to provide certificate of insurance endorsing the City of Seal Beach as additionally insured, listed as: **City of Seal Beach, 211 8th St, Seal Beach CA 90740**. General Liability Policy must additionally insure the City for \$1,000,000 per incident/\$2,000,000 aggregate. City may require additional insurance based on activity.

Application Information:

Name : _____

Organization Name (If Applicable): _____

Street Address: _____

City/State/Zipcode: _____

Primary Phone: _____ Email Address: _____

Requested Event Information:

Facility Requested (Choose Below):

- | | |
|---|--|
| ☐ SBTPC Main Clubhouse | ☐ SBTPC Activity Room |
| ☐ SBTPC Tennis Court(s). | Court # _____ Times: _____ |
| ☐ Pickleball Court(s). | Court # _____ Times: _____ |

Requested Date(s): _____

Requested Times (Start to End, including Set-up and breakdown): _____

Anticipated Attendance: _____

Check all that applies to this event:

- ☐ Alcohol Served (Beer & Wine Only)* ☐ Fundraiser ☐ Food/beverages will be served

*Please note that presence of alcohol will require two staff members and a higher deposit. See Fee Schedule.

Equipment/Amenity Requested:

- ☐ Kitchen ☐ Additional Tables/Chairs ☐ TVs ☐ Sound System

Activities Requested:

- ☐ Live Band - Special Event Permit Application will be required

☐ DJ: Company/Contact: _____

☐ Caterer: Company/Contact: _____

Facility Event/Usage Details: _____



City of Seal Beach Recreation & Community Services
 211 8th St Seal Beach CA 90740 Phone: (562) 598-8624
 Email: smartinez@sealbeachca.gov



Seal Beach Tennis and Pickleball Center Facility Rental Application

SBTPC Clubhouse Fee Details	Activity Room	Tennis Courts	Pickleball Courts	Event Lawn
<u>Refundable Deposit:</u> Small Group (0-75) and No Alcohol: \$250 Flat Rate Large Group (76+) or With Alcohol: \$500 Flat Rate <u>Hourly Room Rate:</u> Non-Resident, Non-Member Rate: \$63 Per Hour* Resident or Member Rate: \$40 Per Hour* *Includes setup and breakdown hours <u>Hourly Staff Rate:</u> Required for all rentals: \$32 Per Hour (1 Staff) <u>Contracted Cleaning Rate:</u> Required for all rentals: \$200 Flat Rate <u>Staff Setup* before Arrival:</u> 1 Hour Staff Rate + 1 Hour Room Rate. *Tables and Chairs only, must provide layout before.	<u>Hourly Room Rate:</u> Non-Resident/Non-Member Rate: \$46 Per Hour* Resident or Member Rate: \$29 Per Hour*	<u>Day Use:</u> \$12 per court per hour <u>Night Use (with lights):</u> \$15 per court per hour	<u>Day Use:</u> \$20 per court per hour <i>Pickleball Courts are available starting at 5:00 PM.</i>	<u>Day Use:</u> \$28 per hour <i>Coming Soon.</i>

Please initial each section indicating that you have read and understood the **SBTPC Clubhouse Rental Information Packet** in its entirety. By initialing each section, you are confirming that all your questions/concerns regarding the rental information have been addressed by a member of the Community Services Department staff.

- _____ Private Party Package
- _____ Facility Rental Requirements
- _____ Refundable Security Deposit
- _____ Youth Events
- _____ Service of Alcoholic Beverages
- _____ Set-Up & Clean-Up
- _____ Kitchen
- _____ Additional Rules and Regulations

Select Method of Payment:

☐ Cash
 ☐ Credit Card
 ☐ Check #: _____ (Payable to: City of Seal Beach)

Note: Credit card information will not be accepted via phone or email, nor should it be written down anywhere. All credit card payments shall be done in person or online.

I _____ individually and/or on behalf of the named organization, agrees to defend, indemnify and hold harmless the City of Seal Beach and its officers, employees, and agents harmless and free from any liability of any nature, including but not limited to liability for damage or injury to any persons or property costs and attorney's fees arising out of or in connection with the use of City recreational facilities regardless of whether the City was actively or passively negligent, either solely or contributory in connection with such liability. I, the undersigned, do hereby agree that we will abide by the policies



City of Seal Beach Recreation & Community Services
211 8th St Seal Beach CA 90740 Phone: (562) 598-8624
Email: smartinez@sealbeachca.gov



Seal Beach Tennis and Pickleball Center Facility Rental Application

governing the use of this facility and I will be responsible for any damages to the facility, furniture, or equipment caused by the occupancy of our organization to the premises.

SIGNATURE _____

DATE _____