

BUTTE COUNTY VETERANS MEMORIAL HALL
Butte County General Services (530) 538-6128, FAX (530) 538-6760
VeteransMemorialHalls@buttecounty.net

APPLICATION FOR USE OF FACILITY

SECTION I – To be completed by requestor.

Veterans Hall Requested: Chico Oroville Paradise

Organization/Group _____ Date _____

Contact Name _____ Title _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Cell Phone _____ Fax _____

Email Address: _____

FACILITIES TO BE USED: Auditorium Meeting Room Kitchen Dining Rm/Mezzanine
 Grounds Parking Lot

DAY/DATE REQUESTED:

Setup: Date _____ From _____ To _____

Event: Date _____ From _____ To _____

 Date _____ From _____ To _____

Cleanup: Date _____ From _____ To _____

TYPE OF ACTIVITY: Wedding Reception Dinner/Luncheon/Breakfast
 Dance/Concert Family Reunion Anniversary Bazaar/Market, etc.
 Class Reunion Meeting Community Event Non-profit Organization
 Other (describe): _____

Anticipated Number Attending Event _____

Is Event Open to the Public? Yes No Serving Food and/or Beverages? Yes No

Charging Admission? Yes No Serving Alcoholic Beverages? Yes No

Accepting Donations? Yes No Selling Alcoholic Beverages? Yes No

Selling Goods to the Public? Yes No Using Candles for Decoration? Yes No

FACILITY REQUIREMENTS:

HOURS – BUILDING: Sunday – Thursday: Function must end by 11:00 pm with clean-up completed by 12:00 pm;
Friday & Saturday: Function must end by 1:00 am with clean-up completed by 2:00 am

GROUND: Daily: Outside activities are limited to the hours between 6:00 am and 10:00 pm

SMOKING – ABSOLUTELY NO SMOKING ALLOWED INSIDE THE VETERANS MEMORIAL HALL, NOR WITHIN 20 FEET OF A MAIN EXIT, ENTRANCE OR OPERABLE WINDOW. (AB 846)

ALCOHOLIC BEVERAGES –

1. SECURITY GUARDS may be REQUIRED if selling or serving alcoholic beverages.
2. If required Renter shall provide a copy of the paid SECURITY AGREEMENT prior to event.
3. If required Security guards are required ½-hour prior to event and must remain until the end of the event.
4. All alcoholic beverages served or sold MUST REMAIN ON PREMISES.
5. Alcoholic beverages shall not be served, sold or consumed by anyone UNDER THE AGE OF 21 on the premises.
6. Use of alcoholic beverages on the premises must be IN COMPLIANCE WITH THE REGULATIONS OF THE STATE OF CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL.

APPLICANT GUARANTEES THAT ALL INFORMATION PROVIDED HEREIN IS A TRUE AND CORRECT REPRESENTATION OF THE INTENDED EVENT. FALSIFICATION OF ANY DISCLOSURE FOR THE PURPOSE OF AVOIDING THE HIRING OF SECURITY PERSONNEL, MANIPULATING THE COSTS OF RENTAL FEES OR DEPOSITS OR CIRCUMVENTING ANY OF THE OTHER REQUIREMENTS OF THE RENTAL AGREEMENT SHALL RENDER THIS APPLICATION AND ANY SUBSEQUENT RENTAL AGREEMENT VOID WITH FORFEITURE OF ANY PORTION OF THE SECURITY DEPOSIT AS DEEMED NECESSARY. IN THE EVENT THAT THE SECURITY DEPOSIT IS NOT RECEIVED FROM APPLICANT WITHIN SEVENTY-TWO (72) HOURS OF NOTIFICATION OF APPROVAL TO RENT, APPROVAL MAY BE RESCINDED AND THE PREMISES MAY BE RENTED TO ANOTHER PARTY.

SIGNED: _____ DATE: _____
(Must be 21 years of age or older)

You may fax your signed application to 530-538-6760 or email it to VeteransMemorialHalls@buttecounty.net. If you email your application. Butte County may require an original signature on a submitted application at any point during the process.

UPON COMPLETION OF SECTION I, REMIT THIS APPLICATION BY E-MAIL, MAIL, FAX OR HAND DELIVERY TO:

**BUTTE COUNTY
GENERAL SERVICES
2081 2nd STREET
OROVILLE, CA 95965-3413
PHONE (530) 538-6128 ♦ FAX (530) 538-6760
VeteransMemorialHalls@buttecounty.net**

PLEASE NOTE: THE VETERANS MEMORIAL HALL COMMITTEES MEET ONCE EACH MONTH. YOUR APPLICATION MUST BE SUBMITTED AT MINIMUM PRIOR TO THE REGULAR HALL COMMITTEE MEETING IN THE MONTH FOR WHICH USE IS INTENDED UNLESS SPECIAL ARRANGEMENTS ARE MADE.

SECTION II – For Committee Use Only.

Action by the Veterans Memorial Hall Committee: The Request is Approved Denied

Reason for denial: _____

Additional Comments: _____

Signature _____ Date _____
(Committee Chairperson or Vice Chairperson)