



Luther Burbank Art & Garden Center
 2050 Yulupa Avenue
 Santa Rosa, CA 95405

Calendar
 Deposit
 Balance
 Insurance

Today's date _____

License Holder/Renter _____

Street Address _____

City/State/Zip _____

Phone number _____

Email address _____

* * *

Date of Event _____ **Type of Event** _____

Hours of Event _____ **Number of Guests** _____

* * *

Licensing/rental fee _____

Cleaning/Security Deposit _____

Sound system fee: \$100 (Optional) _____

Sound system will not be required: _____

Set up fees: \$75 (Optional) _____

Cleanup fees: \$100 (Optional) _____

Total Amount of Rental _____

Monies Received: Check # _____ Amount: _____

Balance due: Due Date _____ Amount: _____

After event:

If premises are left in specified condition, a full refund of the Cleaning/Security deposit will be issued. If work is required after your event, reasonable fees will be deducted from your cleaning/security deposit and the balance, if any, will be returned to you two-three weeks after your event. See addendum – Closing the Center for specific Center closing requirements. This list is also posted on the premises on the kitchen wall. This list is considered part of the agreement.

Deposits and fees acknowledged on (date) _____ **by:**

License Holder/Renter: _____

Center Manager: _____