

# FREEWAY LANES BANQUET ROOM RENTAL APPLICATION

## Contact Information

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Text Messaging ok? \_\_\_\_\_  
Email Address \_\_\_\_\_  
Event Contact/Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

## Event Information

Purpose of Event \_\_\_\_\_  
Event Date \_\_\_\_\_ # of Guests Expected \_\_\_\_\_ (maximum room occupancy 100)  
Rental Time From \_\_\_\_\_ To \_\_\_\_\_ # of Hours \_\_\_\_\_ Total \$ \_\_\_\_\_ (\$100 per hour/4hr min)

## Reservations and Payments

*(price reflects a 3.00% cash discount)*

|   |                 |
|---|-----------------|
| _____ Hours @ \$100 per hour                  | \$ _____        |
| <b>Security Fee \$35.00 per hour</b>          | \$ _____        |
| <b>Cleaning Fee</b>                           | \$ <u>75.00</u> |
| <b>Bowling (optional)</b>                     |                 |
| \$50 x _____ no. of lanes = _____ x _____ hrs | \$ _____        |
| <b>Total Amount Due*</b>                      | \$ _____        |

Amount Paid \$ \_\_\_\_\_ Method  Cash  Credit Card Receipt# \_\_\_\_\_

*\*At the time of your event, you must provide a credit card. Your card will be charged \$200 as a deposit toward any damages or other incidental charges. Examination of the room will occur the next business day and if there are no damages, the charge will be refunded the full \$200. If there are any damages, you will be contacted by the administration staff to review the charges. Please note: Any outside alcohol brought onto the premises, smoking, or drug use will automatically forfeit the \$200 deposit. See the banquet room use agreement for details.*

## Event Day - Checklist

**Incidental/Damage Deposit \$200 (credit card only)** Receipt # \_\_\_\_\_  
 **All trash in assigned trash cans**  **Renter has stayed within the allotted use time**

Signature of Renter/Responsible Person(s) \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Staff on Duty \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

*Office Use Only*

**Renter has complied with all conditions of the Banquet Room Use Agreement.**

Are there any damages?  Yes  No If yes, please specify:

|   |  |
|---|--|
| Banquet Room Rental                     | Facility use includes the banquet room, tables, chairs, and public restrooms. Facility tables and chairs are not to be removed from the banquet room.  |
| Hours of Use                            | The Renter will have the use of the facility for their reserved time (refer to Banquet Room Rental Application). These hours include set-up, photography sessions, the event, and clean-up.  |
| Catering/Food & Beverage                | No food preparation will take place on-site—food must be brought ready to serve. If catering is desired, the Renter may choose a caterer or chef, at their discretion, <b>proof of catering license will be required</b> . All food products and waste are to be placed in provided trash cans.  |
| Alcohol/Smoking/Pets                    | <b>Alcohol must be purchased from Freeway Lanes and consumed <u>inside</u> the facility. Smoking is not permitted indoors. Illegal drugs are strictly prohibited. Pets are not to be brought to the facility or grounds. Please advise your guests of our policies. Subject to citation if abused and shut down of the event and result in forfeiting the \$200 deposit.</b>   |
| Decorations                             | may be provided by outside vendors or self. All decorations and other preparations must be set up and removed within the time period reserved. No decorations may be affixed to any walls, ceiling, light fixtures, or structures without the expressed, specific approval of the Banquet Room Coordinator. No lighted candles are allowed in the building.  |
| Music and Entertainment                 | Some restrictions are required in the set-up of equipment and sound level. We reserve the right to regulate the level of the music deemed applicable during your function as well as the placement of instruments. If this factor becomes a problem at any time during your event, We reserve the right to end your function. Full charges will still apply.   |
| Set-Up/Deliveries                       | Due to other events at our facility, we are not able to provide set-up of the room the night prior to your event. Specific approval from the Banquet Room Coordinator is required for access to the facility before your designated time and additional room rental charges will apply if the hours specified in your contract are exceeded before or after your event. Flowers, cakes, decorations, gifts, and clothing may be delivered anytime within the Renters' designated time frame and may use the east entrance to the building.   |
| Parking & Entrances                     | Parking on the premises is allowed for all guests. Guests should use the main entrances to Freeway Lanes Bowling Center. Use of the east entrance is for caterers, bands, and party planners, and setting up only.   |
| Rescheduling & Cancellations            | You may reschedule an event within 30 days of the originally scheduled date should you have an unforeseen event occur. You may only reschedule one time. Cancellations must be received 10 days prior to the Renter's scheduled event. Any cancellation of fewer than 10 days will forfeit the Reservation. No refund will be issued.  |
| Etiquette/Children/Liability for Guests | Individuals making reservations are responsible for any damage to/or items taken from the facility by anyone attending the event. Please watch your children as they are not permitted to roam the building unattended. All children 12 and under in attendance should remain in the rented area(s) or be supervised by an adult 18 or older. The renter agrees to abide by the determination of Freeway Lanes staff in their assessment of damages and special clean-up caused by the event to the property. The renter agrees to be responsible for assessed damages and clean-up. |
| Billing Information                     | Payment in full is required at the time of booking. If additional charges are incurred during the event, collection of the balance will be due at the end of the event. On the day of the event, you will need to provide a credit card. You will be charged a \$200 deposit, which will be held for incidentals and/or damages. If there are no damages, the card will be refunded the following business day. The renter agrees to pay all costs of collections, including reasonable attorney's fees.   |
| Additional Information                  | <b>Absolutely no confetti, rose petals, birdseed, rice, straw or similar decorative items</b> may be used on the property. Failure to adhere to this policy will result in forfeiting the \$200 deposit.   |
| Banquet Room Contact                    | For further information call (559) 896-2211. Contact information for the Banquet Room Coordinator will be given upon payment. The Coordinator will oversee room arrangements, such as temp. Controls and general setup.  |

The undersigned have read and understood the terms and conditions of the Banquet Room Application, Use Agreement and Rental Indemnity Agreement, and Freeway Lanes Banquet Room Rental and Fee Policies. Any additions, deletions, or revisions to this Agreement must be made in writing and approved by all parties. This Agreement constitutes the extent of all obligations of the Freeway Bowl, LLC to the Renter. The renter agrees to abide by these terms and conditions and to obey all applicable federal, state, and local laws.

\_\_\_\_\_  
Signature of Renter/Responsible Person(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Phone Number \_\_\_\_\_

Freeway Bowl, LLC dba Freeway Lanes  
8265 E. Dinuba Avenue  
Selma, CA 93662

# Freeway Lanes Banquet Room

## Rental Indemnity Agreement

In consideration of the agreement of Freeway Bowl, LLC to rent space to the undersigned on \_\_\_\_\_ at Freeway Lanes Banquet Room, I/we agree to take full responsibility for all claims of costs, losses, or damages that may occur due to the use of the premises, or any damage or injury to property or persons on the premises during my/ our rental of the Banquet Room space and public restrooms, lobby area and the outside grounds. Accordingly, I/we agree to indemnify and hold harmless Freeway Bowl, LLC from all such claims and agree to also defend any such claims, including the payment of all reasonable attorney's fees and costs.

\_\_\_\_\_  
Signature of Renter / Responsible Person(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name