Folsom Historic District Association Fee Schedule and Rental Policies

Zittel Amphitheater / Turntable Plaza / Market Row / Peter T. Lewis Greenroom

All Locations – 4 Hour Minimum

Location	For-Profit Ticketed/Free Event (Hourly Rate)	Non-Profit Ticketed Event (Hourly Rate)	Non-Profit Free Event (Hourly Rate)
Zittel Family Amphitheater	$175/HR	$125/HR	$100/HR
***Peter T. Lewis Greenroom** Hours of use: 5pm-11pm	$30/HR Plus $100 one-time cleaning fee	$20/HR Plus $100 one-time cleaning fee	$10/HR Plus $100 one-time cleaning fee
Turntable Plaza	$125/HR	$100/HR	$75/HR
Market Row	$100/HR	$75/HR	$50/HR

1. To secure a reservation, you must fill out a reservation form, provide a site map, be approved, and pay a deposit.
2. Cancellation of confirmed reservation is subject to the following FHDA conditions and fees: with less than 60 days' notice prior to the scheduled date, FHDA will retain 100% of the total rental fee.
3. The renting party is responsible for securing all required permits and insurances and shall provide evidence of such permits to the FHDA prior to the event, no less than 2 weeks prior to the event, or risk event cancellation.
4. Any event that charges a admission fee or at which goods or services are sold must obtain a business license from the City Finance Department at least 10 days prior to the event. The City Finance Department can be contacted at 916-355-7347.
5. Events involving the exchange of monetary consideration for alcoholic beverages require a license from the State of California Alcoholic Beverage Control at 3927 Lennane Dr, Unit 100, Sacramento, CA 95834. Call 916-419-2500 for information. Additional liquor liability insurance coverage is required if alcohol is being sold.
6. Events providing food and beverages require a permit from the Sacramento County Environmental Management Department. For more information contact: Environmental Management Department 916-875-8484 / EMDinfo@Saccounty.gov / 11080 White Rock Rd., Suite 200 Rancho Cordova, CA 95670
7. Fees will not be refunded for reserved time not used.
8. Under no circumstances shall the applicant/renter and or organization sublease or allow any other organization or individual to use the facility during the time and on the date for which they have contracted.
9. All decorations must be taken down and trash removed from the facility immediately after an event. The renting party must arrange for all items to be removed from the rental site during the contracted rental period. FHDA is not responsible for damage or theft of any items left by the renting party or their vendors.
10. The applicant/renter or organization agrees to hold the City of Folsom, FHDA, and the Folsom Chamber of Commerce harmless of any and all claims arising from their rental and further agrees to defend and pay any and all costs incurred by the City, FHDA, or the Folsom Chamber as a result of any claims against the City, FHDA, or Folsom Chamber from the rental and use of city facilities.
11. Parking availability is not guaranteed and may be limited due to other scheduled events.
12. A $250 security deposit shall be collected no less than 2 weeks prior to the event date in the form of a credit card authorization and will be released after the event, provided that there was no damage, extra clean-up time required, the event did not exceed the allocated rental time, and groups of 300 or more. Charges for additional time used, repair of damages, or extra clean up by FHDA or the city will be withheld from the security deposit. If charges exceed the deposit, the renting party will be billed for the additional amount.
13. Evidence of liability insurance, covering the renter, FHDA, Folsom Chamber of Commerce, and the City of Folsom, is due two weeks before the scheduled event. ***See the reservation form for the specific coverage amount and language requirements***.
14. Security may be required for certain events.
15. **Noise Ordinance Compliance**: FHDA reserves the right to control noise levels at all events held within FHDA venues. Should a noise conflict arise, FHDA reserves the right to adjust volumes to reasonable levels to satisfy all parties involved. All events and sound must end by 10 pm per city noise ordinance and in accordance with Municipal Code Chapter 8.42.
16. If the renting party checks out a bollard key and the key is lost, misplaced, or not returned, the renting party agrees to pay a $50 replacement fee.

I have read and understand these policies and agree to adhere to stated policies: _____