



City of National City
Facility Use Application

1243 National City Blvd
National City, CA 91950
(619)336-4580
Fax (619)336-4594
After hours dispatch:
(619)336-4411

[Empty rectangular box for address or contact information]

Facility Requested: please circle

Martin Luther King Jr. Building
North Room South Room Entire Facility

National City Aquatic Center

Date(s) of Use: _____ Day(s) of Use: _____
Time of Use: From: _____ AM/PM To: _____ AM/PM – **INCLUDE SET-UP & CLEAN UP TIME**

Type of Function/Activity: _____ Is the event open to the public? _____

Name & Address of Organization/Group: _____

Non- profit organization: Yes No Tax ID # _____

Anticipated Maximum Attendance: _____ Percentage of National City Residents _____

Will Admission be charged? _____ Amount \$ _____ Will this be a Fund Raising Event? _____

Equipment Requested: _____ # of chairs _____ # of banquet tables _____ Stage

_____ Podium/Microphone

****PLEASE ATTACH SEATING DIAGRAM**

_____ Audio & Visual Equipment Required? (Please Specify)

Use of Kitchen: _____ Yes _____ No Use of Gas for Range and Oven: _____ Yes _____ No

Is the Use of Alcohol Requested? _____

Will other paid services be used (I. e, commercial caterer, DJ, Band, etc)? _____ Yes _____ No

Name: _____ Phone: _____

Name: _____ Phone: _____

How many times in the last twelve months have you requested to use a City Facility? __

It is expressly understood and agreed that the applicant assumes all risk for loss, damage, Liability, injury, cost or expense that may arise during or be caused in any way by such use or occupancy of the facilities of the City of National City and/or Community Services Department.

The applicant further agrees that in considerations of being permitted the use of the facilities agreed to, they will save and hold harmless the said City of National City, its officers, agents, employees and volunteers from any loss, claims, and liability damages, and/or injuries to persons and property that in any way may be caused by applicant's use or occupancy.

I, the undersigned, hereby certify to abide by the regulations governing said facility and agree to abide by all City of National City ordinances and facility rules and policies, and be representative of the user organizations. Further, I agree to be personally responsible for any damage/loss sustained by the ground, building, furniture or equipment or unusual clean up occurring through the occupancy of said facilities.

Application recognizes and understands that use of the City's facility may create a possessory interest subject to property taxation and that applicant may be subject to the payment of property taxes levied on such interest. Applicant further agrees to pay any and all property taxes, if any assessed during the use of the City's facility pursuant to sections 107 and 107.6 of the revenue and taxation code against applicant's possessory interest in the City's facility.

I CERTIFY THAT I HAVE RECEIVED A COPY OF THE RULES AND REGULATIONS FOR THE FACILITY REQUESTED, AND I AGREE FOR MY ORGANIZATION/ GROUP TO CONFORM TO ALL OF ITS PROVISION.

DATE COMPLETED: _____

PRINT NAME: _____

SIGNATURE: _____

ADDRESS OF APPLICANT: _____

CITY, STATE, AND ZIP CODE: _____

PHONE: DAY _____ FAX NUMBER: _____

CONTACT PERSON ON THE DAY OF THE EVENT: _____

PHONE: () _____ CELL: () _____

**HAVE YOUR COPY OF
APPLICATION IN
POSSESSION DURING USE**

Please type or print clearly with a Ballpoint pen. Complete application must be submitted and payment submitted in advanced of the event.

Public Works Staff Only-

Rental Amount Received: _____ Receipt Number: _____
Deposit Amount: _____ Deposit/ Key Returned: _____
Check _____ Key issued: _____ YES _____ NO

**CITY OF NATIONAL CITY
PUBLIC PROPERTY USE HOLD HARMLESS
AND INDEMNIFICATION AGREEMENT**

Person requesting use of City property, facilities or personnel are required to provide Commercial General Liability insurance with limits of at least \$1,000,000 per occurrence/\$2,000,000 aggregate. The certificate of insurance must include a separate endorsement adding as additional insureds: "The City of National City, its elected officials, officers, agents, employees, and volunteers". General aggregate limits must apply solely to the location. The location must be identified with specificity on the separate endorsement. The Certificate of Insurance must be attached to this application.

Organization: _____

Person in charge of activity: _____

Address: _____

Telephone: _____ E-Mail: _____

City Facilities and/ or property requested: _____

Date(s) of use: _____

HOLD HARMLESS AGREEMENT

As a condition of the issuance of a temporary use permit to conduct its activities On public or private property, the undersigned hereby agree(s) to defend, indemnify and hold harmless the City of National City and its officers, employees and agents from and against any and all claims, demands, costs, losses, liability or damages for any personal injury, death, or property damage, or both, or any litigation and other liability, including attorneys fees and the costs of litigation, arising out or related to the use of public property or the activity taken under the permit by the permit or its agents, employees or contractors.

Signature of applicant

Date

Certificate of Insurance Approved by _____
Name and Title

Safety/ Security

Please describe your procedures for crowd control and internal security:

Lined area for describing crowd control and internal security procedures.

___ YES ___ NO Have you hired any Professional Security organization to handle Security arrangements for this event? If YES, please list:

Security Organization: _____

Security Organization Address:

Security Director (Name): _____ Phone: _____

Monitoring Alcohol Consumption

Please describe your producers for monitoring alcohol consumption:

Organization must designate a person to ensure that alcohol is being served to persons 21 years of age or older. The designated alcohol server must also be 21 years of age or older.

Name: _____

Contact phone number the day of event: _____

____ YES ____ NO Have you hired any Professional Security organization to handle Security arrangements for this event? If YES, please list:

Security Organization: _____

Security Organization Address:

Security Director (Name): _____ Phone: _____



CITY OF NATIONAL CITY
USER FEE SCHEDULE
Community Services
Department

Adopted October 2, 2018

41	Pool Rental water polo course - commercial per hour	\$100.00
42	Pool Snack bar rental - schools per hour	\$2.00
43	Pool Snack bar rental - non-profit per hour	\$5.00
44	Pool Snack bar rental - commercial per hour	\$10.00
45	Pool Birthday Party (2 hours) - resident	\$150.00
46	Pool Birthday Party (2 hours) - non-resident	\$200.00
Recreation Program Fees		
47	Tiny Tots - resident per session	\$40.00
48	Tiny Tots - non-resident per session	\$80.00
49	Contractual Classes Revenue Sharing - Instructor/City	70%/30%
50	Recreation Program - adult resident	40% of the
51	Recreation Program - adult non-resident	70% of the
52	Recreation Program - youth resident	40% of the
53	Recreation Program - youth non-resident	70% of the
54	Summer Camp - youth resident	25% of the
55	Summer Camp - youth non-resident	50% of the
56	Membership Card Fee - non-resident	\$2.00
57	Membership Card Replacement	\$2.00
58	Open Play Sports & Fitness Center - adult non-resident per day	\$2.00
Facility Rental Fees		
59	National City Aquatic Center Facility Use Fee - resident per hour	\$100.00
60	National City Aquatic Center Facility Use Fee - non-resident per	\$120.00
61	National City Aquatic Center Facility Use Fee - non-profit resident per hour	\$140.00
62	National City Aquatic Center Facility Use Fee - non-profit non-resident per hour	\$160.00
63	National City Aquatic Center Facility Use Fee - commercial resident per hour	\$180.00
64	National City Aquatic Center Facility Use Fee - commercial non-resident per hour	\$200.00
65	MLK South Facility Use Fee - non-profit resident per hour	\$40.00
66	MLK North Facility Use Fee - non-profit resident per hour	\$80.00
67	MLK Combined Facility Use Fee - non-profit resident per hour	\$120.00
68	MLK South Facility Use Fee - non-profit non-resident per hour	\$60.00
69	MLK North Facility Use Fee - non-profit non-resident per hour	\$100.00
70	MLK Combined Facility Use Fee - non-profit non-resident per hour	\$140.00
71	MLK Kitchen Facility Use Fee	\$200.00
72	MLK South Set-up Fee	\$75.00
73	MLK North Set-up Fee	\$175.00
74	MLK Combined Set-up Fee	\$250.00
75	Stage Set-up Fee	\$300.00
76	Recreation Center Facility Use Fee - non-profit resident per hour	\$50.00
77	Recreation Center Facility Use Fee - non-profit non-resident per hour	\$75.00
78	Alcohol Processing Fee	\$200.00
79	Administrative Processing Fee (facility rentals)	\$50.00
80	AV Equipment Set-up/Clean Up	\$100.00

81	Kitchen Deposit	\$60.00
82	Key Deposit	\$100.00
83	MLK Cleaning and Damage Deposit with alcohol	\$600.00
84	MLK Cleaning and Damage Deposit without alcohol	\$300.00
85	Cleaning and Damage Deposit with alcohol	\$400.00
86	Cleaning and Damage Deposit without alcohol	\$100.00
87	AV Equipment Deposit	\$100.00