

Wedding date: \_\_\_\_\_

North Columbia Schoolhouse Cultural Center

17894 Tyler Foote Rd. Nevada City, CA 95959  
(530) 265-2826  
ncsc@nccn.net



**RENTAL AGREEMENT –Weddings**

**RENTER’S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**DATE OF RENTAL:** \_\_\_\_\_

**TIME OF RENTAL/TIME OF CEREMONY:** \_\_\_\_\_

**ESTIMATED ATTENDANCE:** \_\_\_\_\_

**Are you a current NCSCC member (circle one)?** YES NO

**Please circle the rate that applies to your event:**

NUMBER OF EXPECTED GUESTS*	MEMBER RATE	NON-MEMBER RATE
	Only current NCSCC Members whose <b>membership has been current for at least 2 years</b> prior to wedding may receive this rate.	
75 or less	\$450	\$700
75-125	\$550	\$800
125-225**	\$650	\$900
225-300**	\$750	\$1000

*\*If the actual attendance is excessively over the amount chosen to determine the rental rate, the renter is subject to being billed the difference in the fee.*

*\*\*If over 100 people are expected, the renter must arrange for the rental of portable toilets and must make arrangements to hold the wedding and reception outside.*

Wedding date: \_\_\_\_\_

**OTHER RENTAL ITEMS\*:**

	CHECK IF USING	AMOUNT
PIANO @ \$20		
Other		
STAGE USE @ \$15		
SOUND EQUIP @ \$75 (may only rent with NCSCC approved operator)		

Subtotal: \_\_\_\_\_

Rental Rate from previous page: \_\_\_\_\_

**TOTAL:** \_\_\_\_\_

**\*The fee for staffing will be determined after receiving a completed agreement and must be paid in full no later than 15 days prior to the wedding.**

**\*\*Please include a separate check for the \$300 Security Deposit. This may be used to secure your rental date.**

• The Security Deposit will be returned after the key is returned and the facilities have been inspected, approximately seven business days following the event.

The following charges may be taken from your Security Deposit.

- \$25 for leaving fans or the heat on.
- \$25 if any doors or windows of the building are left open.
- \$50 will be charged if the key is lost.
- \$50 if dogs are present on grounds
- \$100 if smoking in undesignated areas
- \$25 parking in undesignated areas
- \$25 Trash in recycling dumpster

I, \_\_\_\_\_, have read the Terms of Rental, Terms of Payment, Conditions of Use and User Responsibilities for Weddings pertaining to renting the North Columbia Schoolhouse Cultural Center. I agree to abide by these terms and conditions. Attached is proof of insurance.

Wedding date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date