



LAKESIDE HISTORICAL SOCIETY

9906 Maine Avenue
Lakeside CA 92040
(619) 561-1886

**Rental Agreement & General Information for
Weddings and Receptions**

*(Do not use this form for Other Receptions, Memorials, Birthdays or Any Event Serving Food & Drinks.
Another form is available.)*

DEPOSIT

A deposit of \$50 is required to hold the date. Deposit is refundable if event is cancelled 45 days prior to event. Deposit is non-refundable if event is cancelled within 45 days of event. Checks may be made out to the Lakeside Historical Society or "LHS."

FACILITY FEES

Wedding	CHAPEL ONLY – \$250.00 for two hours <u>total time</u>
Wedding & Reception	CHAPEL – \$250.00 for two hours total time HALL – \$75.00 / hour
Receptions	HALL ONLY – \$100.00 / hour

Chapel rental: Includes use of the country chapel and old-fashioned pews with bows, garden and patio area, and bride’s room.

Hall rental: Includes use of the hall, garden and patio area, folding tables and chairs, glass punch bowl & coffee urn. White tablecloths are available for rent at \$2 each.

GENERAL INFORMATION

Located at 9906 Maine Avenue in Lakeside, California, this is the original historic site of the Lakeside Community Church. Built in 1896, it is now a non-sectarian country chapel and community meeting place. Owned and restored by the Lakeside Historical Society, this facility is dedicated to history preservation and the citizens of Lakeside.

The chapel and grounds are open to the public. With its turn of the century atmosphere of wisteria and roses, white wood siding, bell tower, wooden pews and stained-glass windows, the chapel and garden lends itself to small old fashioned or country weddings. It requires little or no additional decorations for any occasion. The chapel will seat 90 guests. The social hall has table seating for 65 people.

EVENT ASSISTANT

An assistant will be assigned to assist with your event, helping with various small needs during your event (locating electric outlets or extension cords), monitoring the facilities, and encouraging guests as to the guidelines listed below.

Please initial: _____

FACILITIES

There is limited parking behind the chapel (one disabled space and four regular spaces). Street parking is available for guests or use the parking lot one block east at the Lakeside Community Center.

Absolutely nothing can be attached to the woodwork, plaster walls or ceilings. No tacks, nails, tape of any kind, etc., may be used, to insure preservation of this historical site. Wooden pews may not be moved. The glass cases may not be moved, but may be covered with cloth and decorations.

***All decorating and deliveries are to be done within the hours reserved. Food and beverages are not permitted in the chapel.**

No smoking is allowed in the building. The use of hard liquor or illegal substances of any kind are not allowed inside the building or on the grounds. **For weddings and receptions, champagne, wine and beer (no kegs) are allowed. If champagne, beer, and/or wine are served, the undersigned must pay for security.** It is the undersigned's responsibility to ensure that no underage drinking occurs and to escort any persons abusing alcohol off of the premises.

SAFETY

Children must remain in the care and supervision of their parents or guardians at all times. Open flames are not permitted.

CLEAN-UP

All cleanups, disposing of food, paper products, etc., are the responsibility of the undersigned. Trash bags will be provided. No confetti, glitter, live flower/rose petals, rice or birdseed is allowed. Please clean up spills immediately. The hall must be put back in order under the direction of the event assistant.

It is agreed that the undersigned will be held responsible for repairs or replacement caused by any damage due to accident, theft or vandalism, and will be responsible for all guests, employees, or caterers and their actions during the rental, set-up and clean-up times. The undersigned releases the Lakeside Historical Society from all liabilities arising out of any and all activities engaged in by the participants of this event.

LHS requires all fees to be paid 14 days prior to the event. LHS also reserves the right to cancel this rental agreement and refund payments at any time due to physical or mechanical failure of the building, or natural or civil disasters. The undersigned does not hold LHS responsible if any part of the building is not working due to mechanical failure and must be shut down.

Please initial: _____

**LAKESIDE HISTORICAL SOCIETY
FACILITY RENTAL AGREEMENT**

Date of Event: _____ Time: _____ Opening Time: _____

Closing Time: _____

Bride's Name: _____

Groom's Name: _____

Person responsible for event: _____

Address: _____

Phone: Day: _____ Evening: _____

Number of Guests: _____ Decorator YES / NO Caterer YES / NO

Beer, wine, and/or champagne YES / NO

Facilities to be used: Chapel _____ Hall _____

Rehearsal Date: _____ Rehearsal Time: _____

Rehearsal @ \$50 / hour (maximum 2 hours) _____ hours @ \$50 \$ _____

Wedding & Reception: Chapel for 2 hours @ \$250 \$ _____

(No security deposit is necessary for chapel only use)

Hall Rental _____ hours @ \$75 / hour \$ _____

Reception Only: Hall Rental _____ hours @ \$100 / hour \$ _____

Security Guard(s): _____ hours @ \$ _____ per hour \$ _____

Cleaning Fee: \$50 (If alcohol is served \$75 _____) \$ _____

Security Deposit: \$200 (Refundable) \$ _____

Table Cloth Rental: # _____ @ \$2 each \$ _____

(Any additional hours associated with the event's preparation will be billed at \$50 per hour)

TOTAL \$ _____

Please initial: _____

LAKESIDE HISTORICAL SOCIETY

FACILITY RENTAL AGREEMENT

Reservation Deposit: \$_____ Balance Due: \$_____

Date balance is due: _____

I have read and understand the above contract and agree to all conditions and terms set forth.

Signed: _____ Date: _____

LHS Building Coordinator: _____ Date: _____

(On behalf of the LHS Board)

LHS Event Assistant: _____ Phone: _____

(Revised 2/15/2022-gem)

Please initial: _____