

HINDU TEMPLE OF KERN COUNTY

TEMPLE HALL/ KITCHEN FACILITY RENTAL GUIDELINES

The temple hall and kitchen facilities were built for the purpose of conducting religious and cultural events associated with the temple poojas and celebrations. In addition, the facilities could be rented to the members of the Hindu Temple of Kern County when available (when not used for temple events) on a first cum first served basis for weddings, celebrations, etc.

The facilities covered for the rental options **are**:

1. Main Hall
2. Kitchen
3. Sound system (use by an authorized person)
4. **Stage**
5. Furniture (**existing** tables and chairs)

Services associated with the hall rental are:

1. Furniture set up (for dining only)
2. Furniture removal
3. Hall clean up
4. Kitchen clean up
5. Special services (if requested and paid for)

Reservation steps:

- A. Contact Jyoti Amin (661-333-5563) or temple priest (661-872-9396) to check the availability of dates and reserve the date if available
- B. Based on your need choose the best option (Available options are shown in the attached Table) and fill out the "Rental Form" and pay the deposit appropriate amount based on the "Rental Rate Schedule" shown in the attached table.
- C. Once the event is complete, settle the payment due and remaining amount if any from the deposit will be returned to the renter.
- D. Hall Key and Gate Remote will be provided on or before the day of the event and need to be returned while settling the charges/collecting the deposit back.
- E. Hall use for non-scheduled abishekam (per Temple's standard Schedule), the facility use can be selected between Option B or Option C and appropriate forms have to be filled with a fee payment.
- F. Meat and alcohol are not allowed and its use within the temple premises is strictly prohibited.

If there is any conflict or dispute over the rental, the HTKC board will address the issue and the decision by the board will be binding the renter's rights.

HTKC- TEMPLE HALL FACILITY RENTAL OPTIONS (Member Rates):

	Option A Option A	Option B Option B	Option C Option C	Option D Option D
Facility usage				
Main Hall	X	X	X	X
Kitchen	X			
Sound system	X			X
Stage	X			
Existing furniture	X			
Services				
STANDARD dining set up for 50 people			X	
STANDARD dining set up for 100 people		X		
SPECIAL set up (Round tables, etc.)				
Hall Clean up (up to 50 people dining)			X	
Hall Clean up (up to 100 people dining)		X		
Hall Clean up more than 100 people	X			
Kitchen clean up	X	X		
Temple chairs set up for stage event (100 max)				X
Outside Tent set up for dining	Note			
TIME OF USE (hours)	24	4	2	2
Fee				
Facility & Service	1001	501	251	0
Sound Technician (4 hrs minimum @ \$5 per hr)	160	0	0	0
Total fee	1161	501	251	0
Additional refundable deposit	500	250	250	250
Total payment due at the time of reservation	1661	751	501	250

Notes:

Facility or service covered under the option

Tent by the renter; Permit is required for outside tent from Fire Department which is the renter's responsibility

Option D - ONLY for bhajans in memory of any member's family; Sound system set up by a volunteer

FOR NON MEMBERS RATE WILL BE 50% MORE THAN THE RATES SHOWN ABOVE FOR MEMBERS.

HINDU TEMPLE OF KERN COUNTY

6700 Valley View Drive
Bakersfield, CA 93306

HALL RENTAL FORM

Contact Information	Name	_____	
	Member	_____ Yes	_____ No
	Address	_____	
	Phone	_____ Home	_____ Mobile
	Email	_____ Home	_____ Mobile

Hall Rental Information	Requested Date(s)	_____	
	Total Number of Hrs/Days	_____	
	Rent per Day	_____	
	Refundable deposit	\$. _____	(See Rental Options Table)
	Total Amount Due	\$. _____	(See Rental Options Table)
	Sound System (If "yes", refer to #6 below.)	_____	

Rules

1. Rent is due in full at the time of the request.
2. If rent is not received in a timely manner (as described above), HTKC has the right to deny the renter access to the Hall. HTKC, furthermore, has the right to rent the Hall to another party.
3. The renter is liable for any damages to the Hall. HTKC, furthermore, may require liability insurance.
4. Rent covers a period of 24 hours – please refer to the Fee Schedule and Rental Options Table attached with this form. For 24 hours rental, it is from 8AM on the first requested date to 3AM on the day after the requested date. If the Hall is not rented and is available the day before the first requested date, HTKC may grant the renter access to the Hall on that date at 10AM for decorations and at 6 PM for use of the kitchen for meal preparations. This arrangement is on a case-by-case basis only, so please consult with HTKC. If the Hall is used for any other purpose, the renter will be charged for an additional day.
5. Rent includes the use of the furniture (chairs, tables, etc.), kitchen, stage, and janitorial services. Rent does not include the cost to use the sound system. Renter, furthermore, is responsible for bearing the cost of any additional chairs, tables, etc. which are rented from an outside rental company.
6. If the sound system is needed, the renter is to contact Pacific West Sound at (661) 395-1448. This sound system can only be operated by PWS, or any other outside operator approved by HTKC. Estimated charges for PWS are \$42.50 per hour with a 4 hour minimum. These charges are subject to change. The renter is responsible for making payment directly to PWS.
7. The renter is responsible for removing all decorations and personal belongings as well as all leftover beverages and food from the kitchen. If the Hall is not returned in its original condition, the renter may incur additional charges.
8. HTKC does not permit alcohol or meat on the HTKC premises at any time. HTKC will immediately evict the renter if there is any violation of this rule. The renter, furthermore, will forfeit any rent paid.

I, _____ hereby wish to rent the Hall for the following date(s): _____
I agree to adhere to the above rules established by the HTKC board of directors. I will be personally liable for the payment of rent and will assume full liability for any damages to the Hall that may occur during my rental of the Hall.

Name: _____
Signature: _____