



Salinas Sports Complex (SSC) Facility Description and Fees

Room: Exhibition Mall

Capacity: *Includes children*

- Banquet/Dining - 480 Maximum (with chairs & tables) – SUBJECT TO RESTRICTIONS
- Seated only - 600 Maximum (with chairs / no tables) – SUBJECT TO RESTRICTIONS
- Standing only – 600 Maximum (no chairs / no tables) – SUBJECT TO RESTRICTIONS

Facilities includes: Banquet Hall, Kitchen (no stove), ice machine, Bar Area (not stocked) & Restrooms

Facility does not provide: Linen, tableware, glassware, utensils, chafing dishes, bar equipment, decorations, etc.

Wi-Fi: Not provided, must bring own hot spot

- **Fees will vary depending on number of people expected to attend event.** Based on the maximum capacity of 480 people, the estimated final cost *could be up to* \$6,500.00 to rent the Exhibition Mall (*includes refundable deposit and Security*). All fees and paperwork due no later than two weeks before event date.
- Security contracted by Salinas Sports Complex; fees vary depending on expected number of people.
 - **Events held in 2022, the fee is \$30.00 per hour, per guard
 - **Events held in 2023, the fee is \$32.00 per hour, per guard
- \$1,000.00 **non-refundable** reservation fee is required to book the Exhibition Mall and is applied as the first payment.
- \$600.00 **refundable** after the event if there is no damage or breach of contract.
- \$300 Winter discount for weekend hall rentals in January, February & March.
- Rates below are for 8-hour event times only.
- Decorating time is free day of event, to be scheduled by Facility.
- Kitchen includes: Walk-in refrigerator, warmer, sink w/counter space, ice machine and prep tables. There is no stove so please plan accordingly.
- Outside chairs and tables allowed. Fees apply at \$0.50 per chair and \$3.00 per table. SSC staff will not set up or tear down any outside chairs or tables; must be removed same night, at end of event.

Fee Breakdown:

(Subject to change)

	Friday- Sunday April-December	Monday-Thursday *Weekends – <u>January thru March only</u>
Basic Rate (8 hours)	\$2,100.00	\$1,800.00
Basic Rate (4 hours)	Not Available	\$800.00 (M-TH only)
Hourly Rate over Basic Rate	\$200.00 per hour	\$100.00/hour (M-TH only)
Refundable deposit	\$600.00	\$600.00
Hand Sanitizer (3 stations-Minimum)	\$10.00 each	\$10.00 each
Security Guards	\$Based on yearly rate	\$Based on yearly rate
Chair rental (600max)	\$2.00 per chair	\$1.00 per chair (M-TH only)
Tables (60max - 5' round)	\$9.00 each	\$9.00 each
Rectangular Tables (8' long)	\$5.00 each <i>(first 4 free)</i>	\$5.00 each <i>(first 4 free)</i>
Small Rectangular Table (4' long)	\$5.00 each	\$5.00 each
Cocktail Table (30" round)	\$5.00 each	\$5.00 each
Stage Rental (12ft x 16ft)	\$150.00	\$150.00
Podium	\$50.00	\$50.00
PA system (upon availability)	\$125.00	\$125.00 (2 speakers, 2 poles & 1 wireless microphone)

COVID-19 Restrictions and Guidelines: Please see page 3.

Cancellations: If you cancel your event, you will lose your entire reservation fee; **NO carry-overs to different date.**

Cancellations within 30 days of event will lose all monies paid thus far. Users will be held financially responsible for all damages to Salinas Sports Complex and personal property, even if it is more than the deposit. The Refundable deposit will be refunded, less any additional clean-up fees, within 14 days of the event provided there is no breach of contract or damage to the rented facility.

Security: The Salinas Sports Complex will provide Security guards for all events. The Security fee for events held in 2022 events are \$30.00 per hour, per guard and 2023 events are \$32.00 per hour, per guard. The Salinas Sports Complex reserves the right to determine the minimum number of security guards for each event. Security guards will be in place prior to the start of your event. No guests will be allowed on the grounds until Security guards are in place. Security counts the number of people who enter the grounds; once capacity is reached, no one else is allowed in. **NO Exceptions!**

Set Up Times: If the facility is not rented the day before your event, the facility may be open to you, we will notify you if available. Setup/decorating times to be determined by Salinas Sports Complex. Decorating time is free day of your event, times to be determined by Facility. There will be **NO Facility Attendant** scheduled during decorating time; rooms left unattended will be at your own risk.

Set up policy: We will set up the hall **one time** based on your request. If we do not receive a set up plan from you, we will set up the hall in our standard set up. It will be your responsibility to move tables and chairs once the setup is complete. We do not provide any equipment such as mops, brooms, ladders or extension cords, etc. We will not set up or tear down any outside chairs or tables; must be removed at end of event.

Event Hours: Rooms must be scheduled and paid for within 14 days prior to your event. Any changes to your scheduled rental hours must be granted in writing one week prior to your event. Events must be completed no later than 12:00 AM. Your event will have a (1) one-hour move-out period, based on the conclusion time of your event. **An overtime rate of \$100.00 dollars for each additional hour will be assessed as late fees.**

NO Bounce/Jump Houses; no outside activity allowed during hall rental events. All people must remain inside the hall during all hours of the event. Children must be supervised by an adult at all times.

Clean Up: You are responsible for the cleanliness of the facility. Facilities used by you must be left in a clean and orderly condition. You are not required to put the tables and chairs away. The clean up fee will cover standard cleaning. Your supplies, equipment and decorations are to be removed from the building within the (1) one hour move out period. If additional clean up is required, other than normal maintenance, you will be charged at a rate of \$25.00 per hour, per cleaning person.

Alcohol/Concessions: All events that **sell** alcohol are required to obtain all necessary state and local permits for liquor licenses. A copy of the permit must be submitted to the Rodeo Office during normal business hours prior to your event. You are responsible for the behavior and orderliness of all guests and hosts. Under no circumstances shall minors, (persons under the age of 21) be allowed to possess or consume alcohol, under California State Law.

- Alcoholic beverages will not be sold or served at youth-based events, such as Quinceanera's.
- All events must sign the Salinas Sports Complex "Rental Agreement".
- All alcohol must be poured into clear cups or glasses - ABC requirement.

Food and drinks are allowed only in designated areas. All events that **sell** food must have appropriate health department permits; submit copy of permit to Rodeo Office during normal business hours.

Keys: Keys are not issued to rental groups or individuals reserving the Salinas Sports Complex. A Facility Attendant will be available throughout your rental time to assist you.

Refer to the Salinas Sports Complex Terms, Rules and Regulations for other requirements.

Some events are subject to the City of Salinas' terms and agreements.

For more information: Please call 831-775-3100 or email sdurgan@carodeo.com

1/2022- Fees subject to change

Mall Fees.doc

COVID-19 RESTRICTIONS:

In allowing the Event, the Salinas Sports Complex (Complex) will be required to comply with all applicable laws, regulations, orders, and guidelines required by state and local authorities related to novel coronavirus (“COVID-19”) in effect at the time of the Event (collectively “COVID-19 restrictions”). Renter acknowledges that such COVID-19 restrictions could include, without limitation, changes in the length, format, exhibits or activities of the Event, changes in food and beverage service at the Event, the elimination of vendors, exhibits, and limitations on the number of attendees that may attend the Event or requiring that the Event be held without attendees in attendance. Complex shall have the exclusive right to elect to terminate this Agreement with Renter at any time prior to the Event if the Event is materially impacted as a result of COVID-19 restrictions in any way, or for any reason whatsoever, in Complex’s sole and absolute discretion. Following such notice: (i) Complex shall immediately refund any Deposit paid to Complex or reschedule the Event; (ii) Complex will have no obligation to provide services for the Event; (iii) if canceled, Renter will have no further obligation to pay any amount to Complex under this Agreement, and (iv) this Agreement shall be terminated and of no further force or effect.

COVID-19 GUIDELINES:

- All Users/Renters of the Premises/Facility will ensure that their event/gathering/meeting will adhere to the State of CA and Monterey County guidelines for the prevention of transmission of communicable diseases, including COVID-19.
- In the event of an outbreak as a result of your event/gathering, you must inform California Rodeo, Inc./Salinas Sports Complex immediately. An outbreak is defined as 4 or more people testing positive within 14 days of the event.

Key prevention practices include:

- Encourage guests or vendors who are sick or exhibiting symptoms of COVID-19 to stay home.
- Use provided hand sanitizer and wash hands frequently.
- Wear masks at all times unless actively eating or drinking.
- Practice Social Distancing, minimum 6 feet between people from different households.

All Users/Renters are encouraged to visit the following websites for a full list of guidelines regarding Private Events/Gatherings:

CA State Guidelines:

- [COVID19.ca.gov](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19.aspx)
- [CDPH.ca.gov](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19.aspx) (California Department of Public Health)

Monterey County Guidelines:

- [Co.monterey.ca.us](https://www.co.monterey.ca.us/HealthDepartment) (Monterey County Health Department)

COVID-19 WARNING:

COVID-19 is an extremely contagious disease that can lead to severe illness and death. By attending any event at the Salinas Sports Complex, you assume all risks, hazards, and dangers arising from or relating in any way to the risk of contracting COVID-19 or any other communicable disease or illness, or a bacteria, virus, or other pathogens capable of causing a communicable disease or illness, whether occurring before, during, or after the event, however, caused or contracted, and voluntarily waive all claims and potential claims against Salinas Sports Complex, California Rodeo Association, California Rodeo, Inc., event promoters, vendors, and their affiliated companies, and any of their respective present and future subsidiaries, affiliates, partners, members, officers, directors, employees, stakeholders, shareholders, agents, other representatives, successors and assigns event promoters, vendors, and their affiliated companies relating to such risks.