



**CLAREMONT HERITAGE
RENTAL AGREEMENT FOR GARNER HOUSE
840 NORTH INDIAN HILL BOULEVARD
CLAREMONT, CA 91711
2025**

I/We the undersigned have read, initialed, and agreed to the Special Events Policies for Garner House. This agreement is not valid until a signed copy has been received by a Claremont Heritage representative.

I/We understand that a non-refundable deposit equal to 50% of the facility rental fee is due along with this signed agreement. The facility rental fee balance and all other fees are due thirty (30) days prior to the event. A Certificate of Liability Insurance for \$1 Million naming "Claremont Heritage" and the "City of Claremont" as the certificate holder is required and must be submitted with final payment thirty (30) days prior to the event. Please make checks out to Claremont Heritage. A refundable security/damage deposit check in the amount of \$1000 will be held until an assessment of property condition upon completion of event.

Date of Event: _____ Type of Event: _____

Area Rented: _____ Number of Guests: _____ Music: _____

Alcohol Served Yes/No: _____ Food Served: Yes/No/ Catered _____

Set up time: _____ Event Time: _____ Clean up time: _____

Rental Fee	\$		
Misc Fees	\$		
TOTAL FEE	\$		
50% Non-Refundable Deposit	\$	Date Received:	
Balance Due _____	\$	Date Received:	
Security/Damage Deposit Due _____	\$300	Date Received:	
\$1 Million Insurance Certificate Due _____	Certificate	Date Received:	

Group/Company Individual: _____

Address: _____

Phone: _____ Email: _____

Renter

Date

Claremont Heritage Representative

Date

Claremont Heritage
Mailing Address: PO Box 742, Claremont, CA 91711
(909) 621-0848
Info@claremontheritage.org