

2026 Rental Agreement - Insurance Required

Ladera Recreation District (LRD) rents specific facilities to LRD members & Ladera Residents for Private Parties while LRD is Closed.

Facilities Available:

Parking Lot:

- Ample space for outdoor events.

Wading Pool Area:

- The wading pool is located inside a gated area and is intended for children 6 & under.
- This small beach entry pool ranges from a depth of 1 to 2 feet.
- Picnic tables will be reserved for private parties.
- Please note, there is no lifeguard stationed at the wading pool - it is expected that a parent/guardian will directly supervise the child at all times.
- Pool capacity of 56.

Main Pool and Deck:

- The main pool is 25 yards with six lap lanes and shallow area for rec swim.
- The pool is heated year-round between 81 & 83 degrees.
- Pool capacity is 136 swimmers.
- Picnic tables will be reserved for parties during open hours!

Recreation Room: 36in x 22.5in

- The LRD has a multi-purpose room that features sliding glass doors leading out to the pool deck and access to the parking lot.
- A small kitchenette includes a sink and microwave available for use. The room has a total capacity of 148 and has sliding doors to divide the room into smaller meeting areas if necessary.
- The LRD has several folding tables and folding chairs available for use in the room.

Rental Bookings Requirements:

Items needed to secure date and time:

- Signed rental agreement.
- Deposit (see deposits, cancellations rates & availability for more info)
- Proof of insurance for the event
 - A certificate of insurance naming Ladera Recreation District as 'Additional Insured' (contact your homeowners insurance company or the LRD can issue a policy) must be submitted along with a hold harmless agreement.
 - Proof of insurance is due 7 days prior to the rental date.
- The LRD reserves the right to refuse charters.

Payment info and type:

- A credit card on file is required for booking through [activityreg](#) account.
- Full rental payment due 7 days prior to rental date.
- The LRD does NOT accept American Express.

Rental time and space:

- All rental time must be consecutive.
- Storage, fridge and/or freezer space may be available; please check with LRD Staff before the party date.
- The time stated on the approved application will be strictly enforced
- If the renter does not use the full time stated on their application, there will be no refunds given or funds transferred
- The applicant will be subject to full deposit loss for any unapproved time used before or after the rental.
- If capacity for any rental is exceeded, Ladera Recreation District reserves the right to terminate the rental, resulting in full forfeiture of deposit.
- LRD staff will document any issues during the total length of the rental.

Other info:

- If incomplete or incorrect information regarding either the nature of the event or the expected number in attendance is given, the District may immediately cancel the rental with no refund of fees or deposit
- Ladera Rec District will attempt to accommodate changes, however, reserves the discretion to deny such requests.
- LRD staff will be on site for room rentals for the entirety of the rental.
- LRD Staff will check the condition of the facility with the applicant before the start of the event and prior to their departure to determine if additional damage, cleaning, or overtime use has occurred.
- Fights, vandalism, or unacceptable behavior occurring during rental will cause immediate cancellation of rental and forfeiture of all fees and deposits.

Deposits, Cancellations, Rates & Availability**Rental Deposits:**

- A non-refundable \$50 deposit is required to secure your reservation for your event.
- The remaining balance must be paid by 7 days prior to the event.

Cancellation by Attendee:

- A full deposit refund will be granted if cancellation is made a minimum of 7 days prior to the event for all facility rentals.
- Half of the deposit will be refunded if cancellation is made within 6 days of the rental date
- Cancellations made within 24 hours prior to the rental date will lose the entire deposit.
- No refunds will be issued for attendees who fail to attend the event without prior notice.

Refund Process:

- Refunds, if applicable, will be processed within 10 business days

Ladera Recreation District Facility Rental Application:LRD Member Ladera Resident:

Request made by: _____ Phone #: _____

Address: _____ Email Address: _____

Facility Area Requested (please select option)

Parking Lot Recreation Room Pool Deck–No Pool Access Wading Pool Tennis

Private Pool Party-before/after hours Wading + Main Pool

Total # of persons to attend (includes swimmers & non-swimmers): _____

Total # of Non-Members to attend (includes swimmers & non-swimmers) : _____

Date(s) of requested use: _____ Day(s) of the week: _____

Hours requested (include setup & cleanup times): _____ to _____ Total # of hours: _____

Purpose for rental: _____ Guest arrival time: _____

Special Equipment & Entertainment, please describe if applicable:

Name of Food Truck or outdoor pop-up Food Vendor if applicable: _____

Chairs & Tables Needed: # of chairs: _____ # of tables: _____

Will alcoholic beverages be served? Yes: _____ No: _____

Other Responsible Adults - Emergency use only: Please list 2 responsible adults who will be available to assist Ladera Rec Staff in an emergency. It is the responsibility of these individuals to identify themselves upon arrival and to advise the staff upon their departure from the premises.

1. Name: _____ Phone #: _____

2. Name: _____ Phone #: _____

I Indicate that the information provided is correct and I have received and understand the rules and regulations for the use of Ladera Rec District facilities:

Signature of Applicant: _____ Date: _____

Ladera Recreation District Permit/Facility Use Agreement

INDEMNIFICATION

1. The User/Renter _____ shall indemnify, defend, and hold harmless The Ladera Recreation District, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the User/Renter's _____ use or occupancy of a facility or property controlled by the Ladera Recreation District, unless solely caused by the gross negligence or willful misconduct of Ladera Recreation District, its officers, employees, or agents.

INSURANCE REQUIREMENTS

1. General liability insurance: The User/Renter _____ shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability
2. Such insurance shall name The Ladera Recreation District, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The User/Renter shall file certificates of such insurance with the Ladera Recreation District, which shall be endorsed to provide thirty (30) days' notice to the Ladera Recreation District of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the Ladera Recreation District may deny access to the facility.
3. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the Ladera Recreation District's self-insurance pool.
4. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage,

or a waiver of any type. If the User/Renter maintains higher limits than the minimums shown above, the Ladera Recreation District requires and shall be entitled to coverage for the higher limits maintained by the User/Renter Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to The Ladera Recreation District

COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS

1. A (USER/RENTER) shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
2. The User/Renter _____ agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
3. The User/Renter _____ further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
4. The Ladera Recreation District reserves the right to immediately revoke User/Renter's right to use of the facility under this agreement should User/Renter _____ fail to comply with any provision of this section.

FORCE MAJEURE

1. Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the Ladera Recreation District shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The User/Renter _____ waives any right of recovery against The Ladera Recreation District and the User/Renter _____ shall not charge results of "acts of God" to The Ladera Recreation District its officers, employees, or agents.

Signature of user/renter _____ Date: _____

Total amount to be paid: _____ Due Date: _____

Deposit Amount _____ Date Paid: _____

Filled out by Management: Additional lifeguards needed: 1 2 3 4 5