



## **CITY OF HUGHSON FACILITY RENTAL SECURITY COMPANY REQUIREMENTS**

Any person renting the Hughson Community Senior Center may be required to have security at the event. A security company must be approved prior to the use at any event. The City of Hughson will provide a list of pre-approved companies for you to choose from.

**Should you decide to not use a company from the pre-approved list, the following information will be required from the Security Company for City review prior to the approval of use at any event.**

- 1. State of California DCA Bureau Security of Investigations License**
- 2. Certifications for Any Person Employed and Used as a Security Person**
- 3. A List of Designated Security Persons Who Will be Covering the Event**
- 4. Business License for the Company's Home City**
- 5. Business License for the City of Hughson**
- 6. State of California Employer ID Number**
- 7. Current Liability Insurance Certificate with a Minimum Level of Coverage of \$1,000,000.00, naming the City of Hughson as Additional Insured**

**(Please see Page 2 for additional Insurance requirements.)**

- 8. Signed Acknowledgment and Agreement to Enforce the City Facility Rules and Regulations**
- 9. Signed Acknowledgement that Alcohol Will or Will Not be Served at the Event**

## **Security Company Liability Insurance Requirements:**

- **Vendor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. Vendor's general liability policies shall be primary and not seek contribution from the City's coverage and be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that the City and its officers, officials, employees, and agents shall be additional insureds under such policies.**
- **Vendor shall submit to the City, along with certificate of insurance, a waiver of subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.**

# Acknowledgement and Agreement to Enforce the Following City Facility Rules & Regulations

- Security must be present for the duration of time the renter's guests, invitees, and all other persons who enter the facility during the rental period, excluding those individuals who remain present after the event has ended to assist in cleaning.
- No alcoholic beverages will be served at any event where most participants are under the age of twenty-one (21) years of age, unless otherwise approved by the City of Hughson
- Renters shall serve the all alcoholic beverages in the bar area, other than wine served at a dinner or buffet which may be placed on tables.
- Renter/Guests shall not be able to carry any alcoholic beverages in an open container out of the building at any time.
- No alcoholic beverages are to be consumed outside of the building or within any parking lots, streets, or the sidewalks adjacent to the site.
- A curfew of 11:00 PM shall be observed when alcoholic beverages are served. All alcoholic beverages shall not be available for consumption after 11:00 PM.
- **Failure to comply with any of the above rules and regulations, will result in security staff notifying law enforcement for dispatch to take appropriate action up to and including terminating the activity.**

## Stanislaus County Sheriff's Department Non-Emergency Dispatch

- **209-552-2472**

Event Date: \_\_\_\_\_

Name of Security Company: \_\_\_\_\_

Owner Officer Name/Title: \_\_\_\_\_

Owner/Officer Signature: \_\_\_\_\_

## Acknowledgement that Alcohol Will or Will Not be Served

Alcohol will be served

Alcohol will not be served

Event Date: \_\_\_\_\_

Name of Security Company: \_\_\_\_\_

Owner Officer Name/Title: \_\_\_\_\_

Owner/Officer Signature: \_\_\_\_\_