



Dobson Ranch Facility Rental Contract Rules and Regulations 2024

The recreation facility located at La Casita Recreation Center has four spaces available to rent, two indoors and two outdoors. The Chica Room and Grande Room are indoors - the Sunset Plaza and Entertainment Area are outdoors. All rentals are subject to availability and must be approved by the Dobson Ranch Recreation Department.

Once signed, this document becomes a legally binding contract between the owner renting the facilities and The Dobson Association, Inc. (the “Association”).

Rental Rates - 2024

Resident Rentals (9am-9pm)	Rental Rate	Rental Rate	Rental Rate	Rental Rate	Rental Rate
Flat rate includes set up and clean up time	Chica Room	Grande Room	Kitchen (w/Grande Room ONLY)	Sun Set Plaza	La Casita Pool Entertainment Area
Up to 3 hours	\$225.00	\$600.00	Flat Rate \$100	\$600.00	\$225.00
Up to 6 hours	\$450.00	\$1,200.00	Flat Rate \$100	\$1,200.00	\$450.00
Up to 9 hours	\$675	\$1,800.00	Flat Rate \$100	\$1,800.00	\$675.00
Up to 12 hours	\$900	\$2,400.00	Flat Rate \$100	\$2,400.00	\$900.00
City of Mesa - Off Duty Management	Events w/alcohol				
3 hours Minimum ($\$78.05 \times 2 \text{ officers} \times 3 \text{ hrs}$)	\$468.30				
Per additional hour ($\$78.05 \times 2 \text{ officers} \times 1 \text{ hr}$)	\$156.10				

Full Payment due at time of booking

- No deposit required
- All room rentals are to be made through RecDesk
- **Cancellation fees:**
 - 10% per rental area 60 days plus prior to event
 - 25% per rental area 30 to 59 days prior to event
 - 50% per rental area 0 to 29 days prior to event

The following rules apply for all rentals; please read carefully.

1. Room rentals must be made at least 15 days in advance to a maximum of 12 months prior to your scheduled event. Association activities, events and meetings take precedent over the scheduling of rentals.
2. You must be a Member in good standing in order to rent the facilities; this means Association assessments must be current with no outstanding violations or fines. The Member renting the facility must be a registered homeowner and must be listed on the Association account. Additionally, Member must be present, at all times, during the rental event.
3. Member must provide the following with their rental application: a) Declaration page of homeowner insurance with Special Event coverage or separate Special Event Insurance, Certificate of Insurance from outside vendors (when applicable), Room layout drawing, and signed Facility Rental Contract (agreement/rules) acknowledgement form. **All required documentation and payment in full must be submitted to confirm your booking no later than one week after the reservation is approved.**
4. The Association shall not be held responsible for unforeseen problems related to mechanical, (heating/cooling), electrical, kitchen equipment, swimming pools and splash playground. The Association will make every effort to maintain all equipment and maintain water safety according to Maricopa County Environmental Pool Regulations.
5. Prohibited Items and Behavior - Smoking and vaping are prohibited in common areas, rental facilities, and buildings. With the exception of birthday candles and chaffing dish sterno, no other candles or flammable devices shall be permitted. With the exception of assistance animals for disabled persons, animals are not permitted in the rented indoor or outdoor spaces.
6. Occupancy – Total participants must not exceed the maximum posted room capacity.
7. The facility renter shall arrange for all pickups and deliveries to be made on the day of the event, during the time the facilities are reserved, **NO EXCEPTIONS**. All material, products and decorations provided by you, the caterers, beverage service, rental suppliers, musicians, etc. must be removed by the exit time listed on the contract. **NO EXCEPTIONS**. If you arrive early or stay late due to set up/clean up, you will be charged for the additional hours of \$75.00 per hour for Chica Room and La Casita Pool Entertainment Area or \$200 per hour for the Grande Room and Sunset Plaza. Dobson Ranch will not provide storage for any event supplies prior to or after the rental time of the event. The Association is not responsible for any lost or stolen items.
8. Decorations may be hung only with preapproved products such as Wacky Tacky, 3M On-Command or similar products that won't cause damage to walls. **No products or decorations may be hung on brick or windows.** **ABSOLUTELY NO** tape (other than masking tape), nails, staples, tacks, glitter, or confetti allowed. No bird seed or rice allowed. No decorations are permitted to be hung from the ceilings.

9. All spills on the wood floor in the Grande and Chica rooms must be cleaned up immediately using specified cleaning products and must be reported to staff. Water may not be used on the wood floors.
10. Member is responsible for basic clean-up of the rented space. Basic clean-up includes removal of all decorations, both inside and outside, and disposal of trash and debris in proper receptacles. This includes clean-up by all outside vendors contracted by the Member for their event.
11. Ice chests, wet bars, ice machines, margarita/daiquiri machines, beer kegs, water coolers, etc. may not be placed directly on the room floors. These items must be placed on a waterproof barrier between the item and the floor.
12. All damage to the facility, including the floor, will be charged to the Member listed on the contract. By requesting the reservation and agreeing to the Association's terms and conditions, the responsible party accepts responsibility for all costs associated with replacement and/or repair of damage as determined by the Association.
13. Use of an outdoor sound system must be discontinued by 10:00 p.m. Excessive indoor noise may result in a request to reduce the level of indoor noise if there are complaints. Excessive noise, either indoors or outdoors, may result in early termination of your event with no refund.

POOLS

14. The La Casita pool has a designated entertainment area available for rent; however, the rental or the entertainment area does not allow for exclusive use of the pool. When using the pool, all guests must be completely dry prior to entering any room or using the indoor restrooms. Food and beverage are restricted to the enclosed fenced-in area only. No glass or alcohol is permitted in the pool area.
15. Use of all Dobson Ranch swimming pools and splash playground area are at your own risk; no lifeguard is on duty. All Maricopa County Environmental pool rules will be enforced.
16. The outside pool and common area will remain open to all Dobson Ranch Members during regular business hours, including during your scheduled event. Pool use is not exclusive to your rental.
17. BBQ grills and cooking of any kind are not permitted in pool or patio areas.
18. No glass containers of any kind are permitted in the pool areas.

ALCOHOL USEAGE

19. If your event includes the service of beer and wine only, the Member listed on the contract shall purchase an additional special event insurance policy from an insurance company to cover the event. Proof of insurance will be required naming The Dobson Association, Inc. as an additional insured will be required. Alcohol, beer, and wine cannot be sold by any party on Association premises or served to people under 21 years of age or who are visibly intoxicated.

20. If your event includes the service of alcohol, a licensed professional bartender, with a liquor license, must be hired and must provide a certificate of insurance for \$1,000,000 naming The Dobson Association, Inc. as an additional insured. Proof of insurance will be required. Alcohol, beer, and wine cannot be sold by any party on Association premises or served to people under 21 years of age or who are visibly intoxicated.
21. Serving beer, wine or alcoholic beverages requires the presence of off-duty police officers for the entire rental period. The Dobson Association will hire the officer at an additional cost to the Member listed on the rental contract. **This cost will be due and payable at the time the rental contract is signed.** The Member may not provide their own security.
22. Alcoholic beverages must be served in plastic or aluminum containers. No glass containers of any kind are permitted in the pool deck areas. Alcohol must always remain inside the Patio entertainment area; Alcohol is not permitted in pools or pool deck areas.

I have read and understand the policies set forth by The Dobson Association, Inc., and I agree to hold harmless, indemnify and defend The Dobson Association, Inc., its officers, agents, and employees against any claim or loss for personal injury or property damage resulting from use of the facility. I will be in attendance the entire length of the event, and understand that if I leave the event, the event will end, and no portion of my reservation fee will be returned. I agree that I will be responsible for any damage done to Association buildings, pools, facilities, tables, chairs and all other equipment provided/rented by me and, that I will promptly pay for repair or replacement of said damage. I accept full responsibility for the conduct of my guests; adults and minor children. If my event does not end at the scheduled time, I understand I will be responsible for additional charges. I have read and fully understand all of the terms and conditions set forth in the Rental Agreement and this contract, and I agree to adhere to all policies by signing this contract.

Homeowner Signature

Date

Name (Please Print)

Mobile Number

Address

Email address