



THE LAWRENCE FAMILY JEWISH COMMUNITY CENTER

HARMONY PAVILION & PARK RENTAL APPLICATION

T-form 203

(Revised 7 2024)

We rent the Pavilion for a flat rate of \$250/3 hours. We rent the entire Park (Pavilion included) for \$750, but it is limited to a 2-hour time span, and it needs to be more than a month ahead so we have enough time to give the general public notice that it will be unavailable during those hours. Applications will not be confirmed prior to nine (9) months in advance unless a contract is issued. The Lawrence Family Jewish Community Center retains the sole right to decide who may use its facilities. Please complete the following information and attach your setup needs to the application. **A signed contract and a 50% deposit at booking is required to confirm and hold your reservation.** The balance is due and must be paid in full no later than 10 days prior to the event.

Please send application back to:

Lawrence Family Jewish Community Center
JACOBS FAMILY CAMPUS
4126 Executive Drive
La Jolla, CA 92037-1338

Attn: Rachel Le Vine
Garfieldtheatre@lfjcc.org
Ph: 858.362.1349
Fax: 858.450.6835

APPLICANT INFORMATION

***Name & title of person
authorized to sign contract*

Contact person

Mailing Address

Telephone

Email

Circle One:

Pavilion

Whole Park

Dates and Times Requested

EVENT INFORMATION

Event title

Estimated Attendance

Description of event

For Birthday Parties:

Name: _____

Theme: _____

Vendors Coming:

Business: _____

Contact Name: _____

Phone: _____

Arrival Time: _____

ADDITIONAL

Comments or additional needs

PLEASE DRAW HOW YOU WOULD LIKE THE SETUP TO LOOK:



ANTICIPATED EXTRA EQUIPMENT

In the following table, indicate your requirements by writing the amount needed in the box.

Equipment Rental:		
Picnic Tables	6	INCLUDED
8' Banquet Tables \$13 ea.		
6' Banquet Tables \$13 ea.		
6' Skinny Tables \$13 ea.		
Card Tables \$10 ea.		
Belly Bars \$11 ea.		
Stretch Linens \$13 ea.		
Folding Chairs \$2 ea.		
Podium/Microphone/Speaker \$50		
Portable Bluetooth System \$55		
Riser/Platform (8" or 16" height) \$250		
Water Setup \$20 flat		
Cold Beverage Setup \$1.75/person		
Hot Beverage Setup \$1.50/person		
Other: [specify]		

FEES AND PAYMENT INFORMATION

I understand and agree that fifty percent (50%) of the estimated total fees and costs must be paid prior to or at the time the contract is signed and submitted to the LFJCC in order to confirm my reservation of the Pavilion or Park. I understand that the balance due for the remaining fifty percent (50%) of the fees and costs are to be paid within (10) working days before the occupation of the facilities. Any costs incurred during or after events as a result of additional services or unanticipated expenses must be paid within thirty (30) working days of the conclusion of the event.

I understand and agree that if payments to the LFJCC are not made according to the schedule set forth in the authorized contract, the event is subject to cancellation and all monies previously paid to the LFJCC may be forfeited as liquidated damages.

This application IS NOT A CONTRACT, but is used for information and evaluation only.

DATE

AUTHORIZED REPRESENTATIVE