

**Property Rental Agreement  
Girl Scouts of Greater Los Angeles (GSGLA)**

**Use of Property**

- Renter is responsible for this property reservation and has read and agrees to follow the Property Reservations Policies and Procedures of Girl Scouts of Greater Los Angeles (GSGLA).
- Renter assumes responsibility for the care and cleanliness of the facility during the rental period.
- All adults and girls will adhere to GSGLA's Volunteer Essentials and Safety Activity Checkpoints as it relates to volunteer background screening, membership and adult girl ratios.
- Renter is responsible for supplying all food and supplies. GSGLA assumes no responsibility for rental items from outside rental agencies.
- Renter is responsible for the provision of health care, first aid and emergency transportation, if needed, for the attendees.
- Troop Specific safety trainings are required of at least one adult in attendance.
- No animals/pets are allowed on the property; service animals are an exception.
- Alcohol, tobacco, illegal drugs, and weapons are NOT permitted on premises at any time.
- All renters must comply with existing noise ordinances and all applicable laws specific to each property or risk immediate termination of the rental, penalty fee assessment or other appropriate sanctions that could restrict the ability for future rentals.

**Access**

- Renter will be issued an access code to the property for the duration of the rental period.
- A code will be emailed to the registered Renter 5-7 business days prior to reservation date.

**Damages**

- Renter understands that should the terms of this agreement not be followed, or damages occur to the property, the renter may be responsible for additional charges.
- Rental fees do not cover a security deposit or cost of damages that might occur. The form of payment that was used to make the reservation will be held as a security/promise to pay should any damages occur to the property.

**Fees and Cancellation**

- Reservations are made on a first-come, first-served basis and must be complete with fees.
- Payment is accepted through credit/debit card only.
- If your reservation is for a special event and/or money earning event, and the Special Events Application and/or the Troop Money Earning Application is not submitted, GSGLA reserves the right to cancel the reservation at any time.
- GSGLA reserves the right to refuse use of any facilities, reschedule, or cancel any reservation at any time (refund will be issued where applicable). GSGLA will issue a full refund, at its sole discretion, for cancellations due to acts of God, natural disasters or unforeseen circumstances that affect safety or security at a property.
- GSGLA reserves the right to cancel the reservation at any time or for any reason. If GSGLA cancels the reservation, a full refund will be issued to the renter.
- In situations where GSGLA receives written notice of cancellation from the Renter 30 days or more prior to the event, renter will receive a full refund less a \$10 cancellation fee. If cancellation is made fewer than thirty days, all rental fees will be forfeited.



#### **Insurance**

- All girl and adult members are covered by GSGLA's insurance while they are on the council's property
- GSGLA requires that Additional Activity Insurance should be purchased for every activity in which non-members participate. Additional Activity Insurance should be purchased for each non-member at least 3 weeks prior to the event. Please refer to the link in your confirmation e-mail, or contact customer care for information about how to purchase insurance at (213)213-0123.