



City Council Chamber Use Application

Application Information

This application is required to reserve the Tom Kitayama City Council Chambers at City Hall. Please return your completed application to the City Clerk at the following address: City of Union City, 34009 Alvarado Niles Road, Union City, CA 94587.

Please ensure that your submission is at least fifteen working days prior to the requested date of use.

Please fill out the below fields completely:

Applicant Name:

Applicant Phone Number:

Applicant Email Address:

Organization Name:

Organization Address:

Please indicate the date you are requesting to use the City Council Chambers:

Please indicate the duration of the event:

Please indicate the purpose of the use of the City Council Chambers:

Please indicate the anticipated maximum number of attendees for the event:

Please describe any special requests below:

City Equipment/Service Requests

Please select any equipment/services needed for your event (check all that apply):

Amplified Sound

Video Projection

Video Recording (City Technician Required)

Live Cablecast (City Technician Required)

Costs may be applicable for requested City Technicians. Costs will be calculated upon submission of your application based on the anticipated duration of the event. For more information, please contact the City Clerk's Office at the following phone number:

[\(510\) 675-5348](tel:5106755348).

Disclaimer:

The applicant agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted activity, which was proximately caused by the actions of the applicant, its officers, employees, agents, including monitors, or any other persons attending or joining in the activity which was, or reasonably should have been under the control of the applicant. Persons who merely attend or participate in the activity or other event are not considered by that reason alone to be "under the control" of the applicant.

Certification:

Please sign and date the statement below to certify your application.

I, the undersigned, hereby certify that I will be personally responsible on behalf of the applicant for any damage/loss sustained by the grounds, building, furniture, or equipment or unusual clean-up occurring through the applicant's occupancy of said facilities.

I agree to defend, indemnify, and hold harmless the City of Union City from any liability, damages, or injuries arising out of the permitted activity. Furthermore, I certify that I will be personally responsible, on behalf of the applicant, for any damage or loss to the grounds, building, furniture, or equipment, as well as for any unusual clean-up resulting from this occupancy.

Signature:

Date: