

CONDON PARK LOVE BUILDING INFORMATION

660 Minnie Street, Condon Park (corner of Minnie Street and Butler Street)

FACILITY INFORMATION

The Condon Park LOVE Building is a 2400 sq ft reception hall for banquets, wedding receptions, social gatherings and meetings. It is available for daily rental 8:00 A.M. – Midnight (note: all activities must end by 11 P.M. and the facility must be cleaned and vacated by midnight), and the facility may be rented Monday - Thursday on an hourly basis. This facility seats approximately 120 people with tables (dependant on table set up), 146 people auditorium style seating and 210 people assembly. Amenities include 30 tables- (21, 60" round), (3, 8' rectangular), 6 (6' rectangular) and 220 chairs (63 unpadding and 157 padded). Kitchen amenities include: a refrigerator, stove, oven, grill, dishwasher, sink, prep counter, and (4) 32-gallon trash cans. Kitchen amenities are not available to hourly renters. The facility has central heat and air conditioning, a wet bar, a 12' x 20' stage, restrooms and covered porch.

Park Rules: Park Rules & Regulations are posted at the entrance to the facility. Smoking is not permitted in the facility. All decorations must be UL approved (flame retardant) and must be attached by no other means than the existing eye hooks, unless approved by the City Staff. Rice and confetti are prohibited. Balloons must remain in the building. All candles must be in non-flammable holders. Tables and chairs are available for indoor use only. When setting up for the rental, renters should not drag the tables and chairs across the floor. Storage is not available either before or after the event without prior arrangements.

Parking: 30 spaces (2 handicapped) in front of building, and 36 spaces (1 handicapped) behind building. Parking availability is not guaranteed and may be limited due to other events in the park.

Renters must leave the facility clean and orderly and are financially liable for any damage. The signature on the agreement will be that of the responsible person. Cleaning supplies include: mop-bucket (1), wet mop (1), dust mop (1), corn broom (1); however, renters must supply their own trash liners, rags, sponges, and cleansers. Renter will empty all trash into the dumpster outside the building.

Insurance in the amount of \$1,000,000.00 (one million dollars) is required to use this facility. Many homeowner insurance companies offer this coverage. If you are unable to obtain insurance coverage through your own source, the City does offer insurance coverage for an additional fee. Insurance Certificates must be presented to the City of Grass Valley at least seven days (7) prior to your scheduled event to avoid cancellation of your event.

**This facility was built by the Grass Valley Host Lions Club and was dedicated to the City on July 31, 1982. L.O.V.E. stands for Local Organized Volunteer Effort.*

RESERVATION INFORMATION: Reservations will be taken on a first come, first served basis at Grass Valley City Hall, 125 East Main Street, Grass Valley, CA, 95945 (274-4350), Monday - Friday 8:00 A.M. - 5:00 P.M. Inquiries can be made in person or by telephone. Inquiries are not considered confirmed reservations. Reservations may be made up to one year in advance.

Cancellations must be made through the Public Works Administrative Clerk 14 days in advance of the rental date to receive a refund of the rental fees and security/cleaning deposits that have been paid, less the current cancellation fee.

FEE: Daily rental \$350.00
Night before/Morning after rental \$34.00 (if available 5 days in advance of rental date)
2 Hour rental w/o kitchen \$45.00 / Additional hours \$15.00/hr (Monday – Thursday only)
General Liability Insurance in the amount of \$1,000,000 one-million dollars is required for all rentals

DEPOSIT: \$300.00 daily, no alcohol; \$500 daily with alcohol; \$100.00 hourly cleaning/damage deposit. Additional deposit may be required depending on the nature of the event.

CONTACT: Public Works Administrative Clerk @ (530) 274-4350 for reservation information
Park Monitor @ (530) 362-0149