

# Temescal Beach House

## Rental Fees 2010 - 2011

<b>Weekend and Major Holidays*</b>			<b>Monday through Thursday</b> (not available on 1 <sup>st</sup> Tuesday of each Month)		
	<u>2010</u>	<u>2011</u>		<u>2010</u>	<u>2011</u>
Friday 8-hour Rental (between 8 a.m. to midnight)	\$1,050	\$1,100	3 hour minimum (between 8 a.m. to 10 p.m.) + \$75 per each additional hour	\$300	N/A
Saturday 8-hour Rental (between 10 a.m. to midnight)	\$1,500	\$1,500	5 hour minimum (between 8 a.m. to 10 p.m.) + \$75 per each additional hour	\$450	\$450
Sunday 8-hour Rental (between 10 a.m. to 10 p.m.)	\$1,050	\$1,100	Special Day Rate (between 8 a.m. - 4 p.m.)	\$250	
Each additional hour	\$150		Special Multi Weekday Rates (8 a.m. - 4 p.m.):		
Friday Special Day Rate (8 a.m. to 4 p.m. only)	\$400	\$400	\$470/2 days	\$675/3 days	

These rates apply to Alameda and Contra Costa county residents only. A surcharge equal to 20% of room rental will be added for Out-of-District residents.

\* **Major holidays** are New Years Day, Washington's Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Veteran's Day, Thanksgiving and Day After, Christmas Eve and Christmas Day, and are charged as Sunday rate.

<u>Non-Catered Fees*</u>	<u>Cleaning and Damage deposit</u>
Events ending by 7 pm	\$500
Events ending after 7 pm	\$1000
*Non-Catered events held October through March must end by 5 p.m.; non-catered events held April through September must end by 7 p.m.	Business day meetings \$200

Event Insurance	\$100 to \$175 (coverage is mandatory, you may show proof of other coverage)
Fireplace	\$20
Parking	\$5 per vehicle between April 1 and October 31
Telephone line	\$50, plus phone charges
Late Load-out	\$300 per hour
All fees are subject to change.	

### Amenities and Information

Room Size	Fireside Room 29' x 29' Long Room 38' x 15'	Kitchen
Seating Capacity	80 inside	Refrigerator with freezer
Standing Capacity	130	Dishwasher
Patio Size	92' x 28'	Microwave
Tables	(20) 6' rectangle, (16) 5' round	Cart and ice tubs with dollies
Chairs	80 fabric, stacking	Screen and Easel

## Open House and General Facility Information

For information on the rental site, catering, vendors, completing rental forms, and to make appointments to view the facility, call the **Facility Operations office at 510-544-3164**. Open House is held on the first Tuesday of every month. To view the Temescal Beach House at other times, call for an appointment.

1<sup>st</sup> Tuesday Open House: *October through May, 1:00 p.m. – 3:00 p.m.*  
*June through September, 4:00 p.m. – 8:00 p.m.*

Facility Operations Office Hours: 10:00 a.m. – 4:00 p.m., Monday – Friday  
Phone: **510-544-3164**.  
Website: [www.brazilianroom.org](http://www.brazilianroom.org)  
Email: [brazil@ebparks.org](mailto:brazil@ebparks.org)

## Facility Reservations and Availability Information

For availability, booking your date, payments and insurance contact, call East Bay Regional Park District **Reservations Office**.

Reservations Office Hours: 8:30 a.m. – 4:30 p.m., Monday – Thursday  
8:30 a.m. – 4:00 p.m., Friday  
Phone: **(888) 327-2757, option 2, option 2**  
Mailing Address: P.O. Box 5381, Oakland, CA 94605

### TO RESERVE A DATE

All reservations at the Temescal Beach House will require a contract fee of \$100 to reserve a specific date. If this date is cancelled more than 120 days in advance, \$50 shall be refundable and the remaining \$50 forfeited. Reservations for events less than 120 days in advance require payment in full. After returning your signed *Contract, Rules and Use Agreement*, and *Facilities Reservation Form*, you will receive an information packet by email. All non-catered events must contact the facilities staff at (510) 544-3164 within 14 days of your initial payment for additional instructions and to receive your packet.

### CATERING

You may hire a caterer from the Approved Caterers list or choose the non-catered option. If you choose the non-catered option, you may **not** use an outside caterer or have any hired staff. Your unpaid volunteers will be required to attend an orientation. You must pay an additional fee for the non-catered option. The non-catered option is only available on daytime hours, until 5 p.m. November through March, and until 7 p.m. April through October. **The non-catered option is NOT available on evening events that end after dark.**

### FACILITY USE INSURANCE

The cost of this *mandatory* general liability insurance varies according to the number of guests and type of event. A Certificate of Liability Insurance that names the person on the reservation and his/her address, in the amount of \$1 million per occurrence, and naming the East Bay Regional Park District as additional insured, is required at least 60 days in advance of your event. This insurance may be purchased through the Reservations Office for an additional fee.