



BELL CANYON COMMUNITY CENTER RENTAL INFORMATION

When you call to inquire about date availability please remember that dates are always subject to change. A date is not confirmed until the Events Coordinator receives your application and security deposit in person during business hours only. Applications by email or fax are not accepted.

Please remember - - -

- ✓ Rentals are only available to Bell Canyon residents and property owners.
- ✓ Applicant/resident must be current on their HOA assessments.
- ✓ Application(s) & security deposit(s) must be submitted at least 4 weeks prior to the venue date in order to meet scheduling deadlines.
- ✓ Complete the applicable rental application fully and initial the bottom of each page where indicated.
- ✓ Include your security deposit check (cash not accepted) made out to:
BELL CANYON COMMUNITY CENTER.
- ✓ **SECURITY DEPOSIT REQUIRED:**
 - \$1000 for the Social Hall
 - \$1100 if reserved less than 30 days in advance of the venue date
 - \$500 for the Courtyard
- ✓ Only one venue can be booked per weekend which runs from Friday thru Sunday. If your venue is on Friday, Saturday or Sunday, our staff will set up the social hall venue on Friday morning. Staff does not work on weekends.
- ✓ All outside music and entertainment must cease at 10 PM 7 days a week.
- ✓ The Community Center front parking area is not available to rent for private venues.
- ✓ All indoor music and entertainment must cease by 10 PM Sunday thru Thursday, and by 12 midnight Friday and Saturday. The social hall must be vacated no later than 1 AM Friday and Saturday, and no later than 11 PM Sunday thru Thursday. The weekend time limits shall also apply to legal holidays (Friday, Saturday and the night before a legal holiday) in that indoor music and entertainment shall cease at 12 midnight and the facility shall be vacated no later than 1 AM.