

金山灣區華僑文教服務中心-場地使用申請表

CULTURE CENTER OF TECO IN SAN FRANCISCO (MILPITAS)

100 South Milpitas Boulevard, Milpitas, CA 95035

Tel: 408-747-0394 Fax: 408-747-0415

場地使用日期：_____年_____月_____日 使用時間：_____：_____ - _____：_____

場地使用：綜合大廳(B)多功能廳(MP)藝文展示廳(G)會議室(MT-A)會議室(MT-B)簡報室(MT-C)

活動名稱：_____ 預估參加人數：_____

活動內容簡述：_____

1. 收取門票：是 _____元 否 2. 提供飲料：是 否 3. 提供餐點：是 否

僑(社)團名稱：_____ 僑(社)團負責人：_____ Email：_____

本人同意公開

申請人：_____ Tel:(0) _____ (C) _____

通訊地址：_____，_____，_____

Street

City

State, Zip Code

設備需求：

長形桌：_____張 圓形桌：_____張 椅子：_____張 桌巾：_____條(自費購買)

租借場地收費標準如下：(每週一及國定假日不外借)

週二至週日 9:30AM - 5:30PM 星期一休館	晚間(星期五、六、日) 5:30PM - 10:30PM
<ul style="list-style-type: none">■ 綜合大廳：\$50/小時■ 多功能廳：\$20/小時■ 藝文展示廳\$15/小時■ 簡報室:\$12/小時■ 會議室(A)/(B)：\$12/小時，兩間打通:\$24/小時	綜合大廳： <ul style="list-style-type: none">■ \$600.00(逾時\$120/第小時，240/第2小時) 多功能廳：<倘綜合大廳出借，方可租用> <ul style="list-style-type: none">■ \$200.00(逾時\$40/第1小時，80/第2小時)

備註：

- 1 超過預借時間，例如：綜合大廳1小時收費\$120元，第2小時開始加倍收費，以每小時雙倍計算來收取費用，不足一小時者均以一小時計。
2. 租借單位不當使用而損壞場地或設施者，該單位應負賠償之責。
3. 使用本中心場地需提供活動意外保險EVENT INSURANCE保險資料，對於使用期間所發生之意外、傷亡、偷竊、疾病等情形，均應自行負責處理，本中心不負賠償責任及任何法律責任；舞台原有設施及佈置，不得任意更動，佈置安排時，務需注意安全。Initial: _____

保險公司：_____ Case No: _____ 簽名：_____

RELEASE OF LIABILITY

NOTICE: THIS IS A LEGAL DOCUMENT, WHICH LIMITS THE LIABILITY OF THE CULTURE CENTER (HEREINAFTER THE "CENTER" OR "Center"). PLEASE READ THIS DOCUMENT CAREFULLY! BY SIGNING THIS DOCUMENT, EXCEPT AS STATED BELOW, YOU ARE:

(1) ASSUMING ALL RISKS OF PROPERTY DAMAGE AND BODILY INJURIES THAT MAY RESULT FROM YOUR PARTICIPATION IN THIS ACTIVITY AT THE CENTER; AND (2) YOU RELEASE AND INDEMNIFY THE CENTER, ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS SERVANTS, AND CONTRACTORS FROM ALL LIABILITY EXCEPT FOR GROSS NEGLIGENCE AND INTENTIONAL WRONGFUL ACTS ARISING OUT OF OR RELATED TO YOUR PARTICIPATION IN THE ACTIVITY STATED ON THIS APPLICATION AND YOUR USE OF THE CENTER.

1. ASSUMPTION OF THE RISK AND INDEMNIFICATION. As the applicant organization named above (hereinafter the "Organization") has had an opportunity to inspect the Center's "Premises" (which includes the building, any equipment inside or outside the Center's building and the surrounding land owned or leased by the Center), is aware of the danger and risks involved in using the Center's Premises and knowing that the Center does not guarantee the construction, condition, maintenance or the safety of the Center's Premises or its facilities or equipment or the area outside the Premises and that the Center's personnel will not supervise any activity of the Organization at the Center's Premises, the Organization and its members and invitees hereby assume all risk of damage to property or injury to persons which may result from or be related to the Organization's use of the Center's Premises or from any other cause other than the Center's gross negligence or intentional wrongful acts. Furthermore, the Organization shall indemnify and hold harmless the Center from and against any and all claims arising from the Organization's use of the Center's Premises, or from the conduct of Organization's activity, work or things done or permitted to be done by the Organization in or about the Center's Premises or elsewhere and shall further indemnify and hold harmless the Center from and against any and all claims arising from any negligence of the Organization, or any of Organization's officers, directors, agents, contractors, or employees, members, or invitees and from and against all costs, attorney's fee, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon: and in case any action or proceeding be brought against the Center by reason of any claim, the Organization shall, upon notice from the Center defend the same at the Organization's expense by counsel satisfactory to the Center.

2. RELEASE OF THE CENTER FROM LIABILITY. The Organization hereby agrees that the Center shall not be liable for injury to Organization's business or any loss of income therefrom or for damage to the property of the Organization, the Organization's employees, members, invitees, customers, or any other person in or about the Center's Premises, nor shall the Center be liable for injury to any member of the Organization, the Organization's employees, members, agents or contractors, whether such damage or injury is caused by or results from fire, steam, electricity, gas, water, or rain, or from the breakage, leakage, obstruction or other defects of pipes, sprinklers, wires, appliances, plumbing, air conditioning or lighting fixtures, or from any other cause, whether building of which the Center's Premises is a part, or from other sources or places and regardless of whether the cause of such damage or injury or the means of repairing the same is inaccessible to the Organization. The Center shall not be liable for any damages or injuries to persons arising from any act or neglect of any other person using the Center. The Organization shall give the Center prompt notice of any theft, fire, accident, injury that occurs at the Center's Premises and any defects found in the Center's building fixtures or equipment.

註： 1. 本中心場地租借依據僑務委員會「海外華僑文教服務中心管理要點」辦理，如有從事與申請目的不符之活動，得立即停止該僑團使用之權利。
2. 本中心場地租借不得辦理政黨或選舉造勢等相關活動，如違反規定者，中心得停止其使用，並暫停其六個月之租借權力。
3. 租借場地以僑團工作人員進駐佈置場地起算，本中心最早開放時間為早上 9：30 分。
4. 本中心保留場地使用權，必要時得取消所訂活動場地，無息退回租金。
5. 使用單位借用場地，一切言論不代表中華民國政府之立場。
本人已充份了解並同意遵守上述租用規定。

租借人簽名：_____

日期：_____

僑(社)團負責人簽名：_____

日期：_____

收費情形：

以下由本中心人員填寫

場地使用時間： _____ 小時 x _____ 場地 x \$ _____ = \$ _____

收款人： _____ 收據號碼： _____ 日期： _____

催繳紀錄：

僑團名稱：

場地使用日期：

範圍：綜合大廳 多功能廳 藝文展示廳 會議室A(日月潭)會議室B(阿里山) 簡報室C

催繳紀錄：

序號	日期	催繳情形
1		
2		
3		

承辦人 _____ 副主任 _____ 主任 _____

備註：