

Event Date: _____

Contract #: _____



Town Center Community Association at Historic Oakland • 5430 Vantage Point Road • Columbia, MD 21044
410-730-4801 • www.historic-oakland.com

Children, Teen, & Young Adult Celebration Addendum

of guests age 18 and under _____ # of guests age 21 and over _____

There must be at least one (1) adult for every ten (10) guests less than 18 years of age.

Children, Teen, and Young Adult Celebration Terms and Conditions:

- A Children, Teen, and Young Adult Celebration at Historic Oakland is defined as any hosted celebration event for person(s) ages 1 through 18.
- An additional Historic Oakland staff member will be scheduled during the event at a rate of \$25/hour. This amount will be added to your contract.
- Use and/or distribution of confetti, streamers, stickers, silly string, or similar items is prohibited.
- Helium-filled balloons must be used only inside Historic Oakland or underneath the tent.
- No alcoholic beverages are allowed to be served or consumed by anyone under the age of 21.
- Adults 21 years and older may be served alcohol. The bar must be attended by a bartender at all times, during the event.
- Adequate adult supervision must be provided at the ratio of 1 adult for every 10 guests 18 years old and younger.
- Security Deposit for all Children, Teen, and Young Adult Celebrations is \$500.00
- The renter must understand that he/she is responsible for any and all damages that occur in connection with the use of the facility, including those above and beyond the amount of the security deposit.
- If the police must be summoned during the event, the entire Security Deposit will be forfeited.
- The set-up time and 1 hour of clean-up time must be included in the contract time.
- Use of food carts, inflatable equipment, face paint, game equipment, or similar items is not allowed inside Oakland, on the Veranda, or on any brick-paved area of the property.
- A formal application must be submitted and approved by Columbia Association at least 21 days prior to your event date for the use of food carts, inflatable equipment, face paint, game equipment, and similar items on Historic Oakland's lawn and/or parking lots. **Contact** Jeri Baker at the Columbia Association (410-312-6330) for an application and details. (application fee required)

TCCA Contract Holder Signature Date

TCCA Staff Signature Date

FOR STAFF

- #1- Review above information with customer upon request for a Children, Teen, or Young Adult Celebration.
- #2- When the contract is written, have customer sign the contract and this addendum.
- #3- Review above information with contract holder a week before and on the day of event as a reminder.