



Group Rental Information

TACTICAL ADVANTAGE AND SYSTEM KINESIOLOGY, LLC

Tel: 310-217-0711 Fax: 310-329-6777
120 West 155th Street, Gardena, CA 90248

All Reservations:

- ⊕ All requests must be submitted online www.TASKenforcement.org or by phone 310-217-0711.
- ⊕ For best consideration, please submit requests at least **30** days advance.
- ⊕ Feel free to contact the Facility Coordinator prior to completing paperwork to check facility availability task.classes@yahoo.com.
- ⊕ Roster for access (or other access arrangements) needs to be submitted 1 week prior to event or reservation will be in jeopardy of getting cancelled.
- ⊕ Facility staff will determine the viability of all requests. Every effort is made to ensure facility space availability.

EXTERNAL Groups:

- ⊕ Groups wishing to use of the facility may request to do so pending space availability. Appropriate rental rates apply.
- ⊕ Setup/Teardown fees may apply for any activity that requires a setup beyond standard room setup (see rate sheet).
- ⊕ Any approved request for a full day or multiple day events may require an event preparation meeting with TASK Staff. Groups wishing to use of the facility may request to do so pending space availability. Appropriate rental rates apply.
- ⊕ Setup/Teardown fees may apply for any activity that requires a setup beyond standard room setup (see rate sheet).

Rental Facility Access Guidelines:

- ⊕ **SPECIFIC** -Roster of Attendees must be provided to the Facility Coordinator 24-48 hours in advance; access limited to those on roster. Last minute substitutions may be made via Training Officer's e-mail only.
- ⊕ **GENERAL** - Photo ID must be presented to Welcome Center/Check-In Table Staff to gain entry into the facility.
- ⊕ **Knives, Live Weapons, Ammunition Will NOT BE ALLOWED INTO THE TRAINING FACILITY during ANY training days.**

Insurance Requirements:

- ⊕ AGENCY/External Groups must have general liability insurance and/or excess umbrella insurance in an amount totaling no less than \$1,000,000 per occurrence and \$1,000,000 aggregate, and no more than \$250,000 deductible per occurrence. The Certificate of Insurance should name "Tactical Advantage System Kinesiology, LLC" as additionally insured on the policy.
- ⊕ AGENCY/External Groups must also have Workers Compensation insurance at the statutory amount and \$1,000,000 of employer's liability insurance. The Certificate of Insurance should name Tactical Advantage System Kinesiology, LLC" as a certificate holder.
- ⊕ TASK must be named as ADDITIONALLY INSURED by the Groups Insurance Carrier as:

TACTICAL ADVANTAGE SYSTEM KINESIOLOGY, LLC

DBA: TASK

120 West 155th St, Ste 300

Gardena, CA 90248

And

Duncan and Angela Elliott

120 West 155th St.

Gardena, CA 90248

Liability Waivers

- ⊕ TASK will provide "RELEASE AND CONSENT" (Assumption of Risk//Health Statement/Liability Waiver) to the organizer of the event.
- ⊕ Each Trainer, Trainee, Supervisor, Observer Will be required to sign the waiver prior to the commencement of training or event. One per person.

PAYMENTS/Deposits

- ⊕ These are the general guidelines; specifics will be laid out in the confirmation or rental agreement.
 - Estimated facility charges under \$1000
Non-Refundable pre-payment of estimated facility charges due at receipt of confirmation to hold reservation.
 - Estimated facility charges of \$1000 plus:
 - Non-Refundable Reservation Deposit of \$500 due at receipt of confirmation to hold reservation.
 - Deposit of 50% of Estimated Facility Charges due 1 month prior to event date.
 - Estimated facility charges \$2000 plus
 - Non-Refundable Reservation Deposit of \$1000 or 20% (whichever is greater) of Estimated Facility Charges due at receipt of confirmation to hold reservation.
 - Deposit of 50% of Estimated Facility Charges due 1 month prior to event.

Cancellations

- ⊕ Cancellations can occur up to 1 month prior to the reservation without any additional penalty beyond the non-refundable reservation deposit.
- ⊕ Cancellations made between 15-30 days prior to the event will be eligible for a 50% refund of the 50% deposit paid.
- ⊕ Cancellations made between 8 - 14 days prior to the reservation will not be eligible for a refund of deposits/pre-payments.
- ⊕ Cancellations made between 2-7 days prior to the reservation will be charged full facility charges that were indicated in the confirmation.
- ⊕ Cancellations day of or no-shows will be charged all estimated charges (facility, staffing, setup, teardown, etc) that were indicated in the confirmation.

Staffing

Staffing needs are determined by TASK Staff based on the activity. General guidelines to assist in planning are as follows:

- ⊕ Events using Arena space during normal operational hours and having under 20 participants do require One TASK Event staff.
- ⊕ Events during normal operational hours and having over 20 participants will require 1 TASK Building Manager or 1 TASK Safety Representative.
- ⊕ Events during normal operational hours will require 1 TASK Safety Representative per 20 participants or fraction thereof.