



**LEAD AREA
CHAMBER
OF COMMERCE**

FACILITY RENTAL AGREEMENT

The Sanford Lab Homestake Visitor Center (SLHVC) and Lead Area Chamber of Commerce (LACC) agrees to rent the following space(s) and/or supplies to:

Renter: _____

Name of Event: _____

Contact Person: _____

Best Phone: _____

Email: _____

Address: _____

Start Date: _____

Event Time: _____

Set up time: _____

End Time: _____

_____ Initials of Renter



Rental Costs are as follows:

	Community, Chamber Members & Non-Profits			Business			Wedding	
	Clrm	Exhibit	Conf.	Clrm	Exhibit	Conf.	Clrm	Exhibit
Hourly Fee	\$50	\$75	\$25	\$75	\$100	\$40	\$150	\$200
All Day Use Fee	\$300	\$400	\$50	\$350	\$550	\$100	\$700	\$900
Saturdays 2-11pm	\$350	\$450	NA	NA	NA	NA	\$900	\$1100

Please check if needed and indicate how many.

Chairs No. _____ Tables No. _____

Projector or Projector screen (classroom only) _____

Presentation hook up for computer (classroom only) _____

Video Conferencing (classroom only) (\$50 per event)

Microphone (\$25 per event)

Bluetooth Speaker (\$50 per event)

Technology Package (3 or more of the above) \$150 _____

WiFi

_____ Initials of Renter



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Observation Deck _____

Patio Heaters 7.5' \$100_____

Other _____

Please reference pages 4 and 5 Terms & Conditions

Holiday Event Pricing available upon request

Due at Signing: \$ _____

Renter Signature

Date

SLHVC/LACC Representative Signature

Date

Office use only* Approval: _____ Paid: _____ Ck#: _____

_____ Initials of Renter



Terms & Conditions:

SLHVC/LACC reserves the right to refuse to schedule or to cancel any exhibition for any reason that might place SLHVC/LACC in jeopardy socially, physically or legally.

It is Agreed as Follows:

- 1) SLHVC/LACC agrees to provide access to the rental space for the duration of the above agreed upon event. There is no warranty either expressed or implied as to the condition or suitability of the facility for renters purpose or needs.
- 2) Renter will have the opportunity to inspect the rental space prior to use.
- 3) Smoking, weapons, fireworks/pyrotechnics, animals (excluding service dogs) will be prohibited on the premises.
- 4) Renter agrees to abide by the dates, times and project outlined in this agreement and the approved application.

Fees:

- 1) Deposits must be paid at the time of booking.
- 2) Payment is due in full at the time of booking.
- 3) Deposits will be refunded ONLY if rental space is returned to a standard deemed acceptable by SLHVC/LACC.

Personnel:

- 1) A SLHVC/LACC representative will be on site for the duration of the event.
- 2) Any additional labor/laborers must be arranged by the renter and agreed upon by SLHVC/LACC 7 days prior to the event.

Food/Beverages:

- 1) Snack items such as bottled beverages and/or coffee may be provided by Renter. A list of recommended caterers is available upon request.
- 2) A Cash Bar is allowed only if the catering company holds a malt beverage license and it is operated by them. Otherwise, beer and wine may be consumed, but not sold.

_____ Initials of Renter



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Cancellations:

- 1) Cancellations must be made 30 days in advance to receive a 100% refund of deposit. Cancellations made 14 days in advance to receive a 50%. Cancellations made 7 days in advance to receive a 25%.

Parking:

- 1) SLHVC/LACC is not liable for damages or citations for parking in non-designated spots.

Liability:

- 1) Renter agrees to indemnify and hold SLHVC/LACC, its officers, agents, and employees harmless from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use and occupancies of the facilities by Renter and Renter's guests, agents, or employees.
- 2) Renter may be required to submit a certificate of insurance at least 10 days prior to the event indicating Renter's general liability and property damage insurance coverages and naming the SLHVC/LACC as an additional insured for the rental period, for any use of the facility involving danger or risk, determined by the SLHVC/LACC in its sole discretion.

Insurance:

- 1) A Certificate of Insurance **must** be provided along with this agreement naming the SLHVC/LACC as additional insured. This is for protection in the event of an accident for which the renting party is responsible.

Amendments:

- 1) This Agreement may not be amended or modified except in writing signed by all parties.

_____ Initials of Renter