



PO Box 82 • 17010 S. Vaughn Rd. KPN • Vaughn, WA 98394
 Phone: 253.884.3456 • Fax: 253.884.4053
 kpciviccenter@centurytel.net • www.kpciviccenter.org

FRIDAY NIGHT SKATE BIRTHDAY PARTY RENTAL AGREEMENT

EVENT

Birthday Child's Name		Gender		Age		Party Date	
Number of Guests	M <input style="width: 80%;" type="text"/>	F <input style="width: 80%;" type="text"/>				Arrival Time	<input style="width: 80%;" type="text"/>
Theme	<input style="width: 100%;" type="text"/>						
Family bringing	<input style="width: 100%;" type="text"/>						

RESPONSIBLE PARTY

Contact Name		Relation to Child	
Address	<input style="width: 100%;" type="text"/>		
City		State	
Phone		Cell	
Email	<input style="width: 100%;" type="text"/>		

PACKAGE DETAILS

Pizza Order		Requested Ready	
Allergies	<input style="width: 100%;" type="text"/>		
Extras	Over 10 kids (\$10 each) <input style="width: 80%;" type="text"/>	Extra Pizzas (\$12 each) <input style="width: 80%;" type="text"/>	

FRIDAY NIGHT SKATE DETAILS

Attendants	<input style="width: 100%;" type="text"/>		
Set Up		Clean Up	

PAYMENTS

Fees	Amount	Notes:			
Birthday Party Package	<input style="width: 80%;" type="text"/>				
Birthday Party Extras	<input style="width: 80%;" type="text"/>				
	Amount	Check #	Receipt #	Date	Initials
Total Rental Fees	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
Deposit	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
Return Deposit	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>

TERMS OF AGREEMENT

1. Renter hereby agrees to rent the Friday Night Skate Birthday Party Room noted above for the agreed total rental sum of \$###.##. In addition to the rental sum, a refundable damage and cleaning deposit in the amount of \$50.00 is due at the signing of this agreement; separate checks, please. This damage and cleaning deposit shall be retained by the Civic Center as security.
2. Should the renter cancel their birthday party rental more than 15 days prior to the scheduled time, rental fee will be returned in full. If canceled 5-15 days prior to the rental, the Civic Center will refund 25% of the fees; if the rental is canceled less than 5 days prior to the event, the Civic Center will retain 50% of all monies paid.
3. The Renter agrees that the event space will be used solely for its intended purpose and will not allow the space to be used in violation of law, ordinance or governmental regulations, nor use any part of the equipment for any purpose determined to be hazardous by the Civic Center's insurance carrier.
4. Renter agrees to clear the area of any litter, including, but not limited to, disposable plates, silverware, wrapping paper, etc. A garbage can and recycling are available. If the party room is not left in a tidy condition, a \$25 cleaning fee will be billed to the renter.
5. Renter agrees to repair or replace (at Renter's expense) all damage occurring to the event space, tables, chairs, or other fixtures or furniture, during the time of the use and caused by anybody participating in the use agreed to by this agreement.
6. Renter shall meet with either a Friday Night Skate staff member or the resident security person upon arrival and departure to review the condition of the event space and equipment subject to this agreement.
7. Renter agrees to pay costs and reasonable legal fees in the event that there should be any default in any of the terms of this agreement, and a lawsuit is commenced.
8. No waiver of, any covenant of this lease by the Civic Center shall be deemed to apply or constitute a continuing waiver by the Civic Center of any condition or covenant, or subsequent breach of condition or covenant of this lease.
9. Renter acknowledges that the Civic Center does not carry liability insurance naming the renter as insured for accidents, injuries, or incidents occurring because of the Renter's use of the equipment. Renter agrees to hold Civic Center harmless from any claim that may arise from said accidents, injuries, or incidents not otherwise covered by a policy of insurance.
10. Renter agrees to hold the Civic Center harmless for any actions and /or claims arising from any negligence resulting from the uses herein.
11. This constitutes the entire agreement between the parties the parties and may be modified only by an agreement, in writing and signed by both the Renter and the representative of the Civic Center.

By signature, the Renter and the Civic Center have executed this Agreement for Equipment Use on the day and year noted below.

SIGNATURES	Print Name	Signature	Date
Renter			
Civic Center			