



PO Box 82 or 17010 S. Vaughn Rd. KPN • Vaughn, WA 98394
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AGREEMENT FOR SKATE PARTY USE OF PREMISES

EVENT

Day		Date	
Hours of use		Hours of event	

RESPONSIBLE PARTY

Organization					
Contact					
Address					
City		State	WA	ZIP	
Phone		Cell			
Email					Add to e-news list?

RENTAL FEES

	Rent	Deposit	Notes
Standard Party – 2 hours Includes gym, stage, sound system, lower balcony and skate room only			
Add-ons			
Total			

PAYMENTS

Fees	Amount	Payment	Receipt #	Date	Initials
Room					
Deposit					
Return Deposit					

TERMS OF AGREEMENT

1. Renter hereby agrees to a skate party rental of the gymnasium for the agreed total rental sum of \$100.00, which is due at the time of the reservation to secure the space. In addition to the rental sum, a refundable damage and cleaning deposit in the amount of \$100.00 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 the use of the facility **more than 15 days** prior to the event, all rental and deposit fees will be returned in full. If cancelled **10-15 days** prior to the rental, the Civic Center will refund **75% of the rental fees and any deposit paid**; if the rental is cancelled **less than 10 days** prior to the event, **50% of the rental fees and any deposit paid** are refundable. *The management reserves the right to alter the cancellation policy at its sole discretion depending on the type of event.*
3. **Renter agrees to provide 1 adult supervisor for every 15 juvenile skaters. (_____ renter initial)**
4. No skaters are allowed on the stage, in the kitchen, or the Whitmore Room. Rental is only for the gymnasium and upper balcony.
5. No chewing gum allowed.
6. No eating or drinking on the gym floor.
7. Skates are NOT allowed outside.
8. Skaters should clear the floor fifteen (15) minutes before the end of the scheduled time to allow for returning skates and clean-up. When checking out skates, please put the shoes of the skater in the cubby where the skates were stored; reverse this procedure at the end of the party.
9. The Renter agrees to Defend, Indemnify and Hold Harmless KPCCA and the KPCCA employees, officers and directors from any and all Bodily Injury or Property Damage claims occurring on, or in, the premises or facilities resulting from the use of premises or facilities by Tenant or Tenant’s guests, employees, invitees, or visitors excepting for claims resulting from the Sole negligence of the Landlord.
10. **CLEANING: Your group is responsible for cleaning up after your party. This includes picking up all litter, emptying the garbage cans on the lower balcony, and in the bathrooms to the dumpster behind the building, replacing the garbage can liners, wiping off all tables on the lower balcony, and putting the chairs back in place. The bathroom should be swept and the lower balcony vacuumed. Garbage can liners, brooms, vacuum and cleaning supplies are located in the Utility Room at the end of the lower balcony. Rags are on the shelf, along the west wall of the Utility Room. If clean-up is adequate, the Cleaning & Damage deposit will be returned. If clean-up is not adequate, a fee of \$25 per hour will be charged for cleaning and deducted from the deposit.**

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

SIGNATURES	Print Name	Signature	Date
Renter			
Civic Center	Patricia Ghiossi		