

Valdez Teen Center Rental Agreement

PO BOX 307, Valdez AK 99686

TEEN CENTER: (907)835-4526 PARKS & REC. OFFICE: (907)835-2531 FAX: (907)835-2472

Rental Rates	Additions	
\$20.00 PER HOUR (Per Room)	BBQ/Patio Use - \$10.00 flat rate	
	Mighty Mites Toys and Mats - \$10.00 flat rate	
\$40.00 PER HOUR (Entire Facility)	DJ Lights/DJ Equipment - \$10.00 flat rate	

*FACILITY RENTALS ARE FOR SATURDAYS & SUNDAYS BETWEEN 12:00pm & 5:00pm.

*All rentals are based on availability. First come, first reserved. PLEASE INLCUDE SET-UP & TEAR DOWN TIME WITHIN YOUR RENTAL

	E INLCUDE SET-UP & TEAR DOW		· · · · - ·
Contact Name (please pri	nt)		
Phone Number	E-Mail		
Mailing Address			
Event Date	Event Type:	:	
Rental Start Time	End Time	Total Hours	Rented
Room(s) Reserved:	Game Room (\$20/hr)	Dance Room (\$	520/hr)
Additions Requested (\$10	each):BBQ/Patio	Mighty Mite Toys	DJ Lights/Equip.
# of Tables Needed	# of Chairs Needed	Est. # of Guests	(Cannot exceed 100 per room)
	тот	TAL COST OF RENTAL \$	

Conditions for use of Facility

- 1. Alcohol or Tobacco products are not allowed in the Teen Center or on the property.
- 2. Selling of food or beverages is not permitted.
- 3. For events with children under 18, a minimum of 1 adult chaperone per 10 children is required.
- 4. All groups are responsible for their own setups and takedowns of tables and chairs, dumping trash, cleaning spills, and sweeping where necessary. The area must be returned to its original arrangement. No materials may be glued, pinned or stapled to any surface.
- 5. Some groups must show proof of <u>Indemnity</u> prior to use of the facility. If required, Parks & Rec will notify within 10 business days.
- 6. Reservations are first come first served. All rentals are subject to availability.
- 7. Full payment is due at the time of reservation
- 8. Cancellations MUST be made one week prior to event or NO refund will be given.
- 9. Any gathering considered dangerous, a disturbance of the peace, or endangering public property is subject to closure.
- 10. The City of Valdez Parks & Recreation Department reserves the right to refuse rental to any organization.

By signing below, the above listed applicant/organization shall hold harmless and indemnify the City of Valdez and any employee of the Parks and Recreation Department from any claims, lawsuits, or judgments, present or future, arising from loss or damage to property, or injuries to persons immediately prior to, during, or immediately after the above described event or meeting. The above named applicant or organization accepts full responsibility for restitution of any damage to the facility and/or equipment, and agrees to abide by all policies of the Valdez Teen Center and all laws and policies of the City of Valdez.