

Wakon Iron Hall & Family Room Use Agreement

The rental of the Wakon Iron Hall and the Family Room, also known as the Chapel, at the Pawhuska Indian Village is for non-profit use only. Rent for non-cultural events is \$100 per day with a \$200 deposit. If the event is cultural, only the \$100 fee will be waived. The cleaning and security deposit is \$200 per event and is refundable according to the following conditions, which require initialing:

____ 1. Building(s) must be properly cleaned to include the kitchen counters, sinks, ovens and stoves. All areas used must be wiped down and cleaned of any food products, liquids, grease and oils. All food and food items, cooking oils, beverage debris, decorations and trash of any kind inside and outside the building must be properly bagged and disposed of in outdoor garbage bins.

PLEASE REMOVE ALL OF YOUR USED OR UNUSED FOOD AND DRINK ITEMS FROM THE HALL.

____ 2. All floors, including bathrooms, must be swept and spills from food, grease, pop, coffee, water, tea, etc., to be thoroughly cleaned and mopped up before leaving.

____ 3. All tables and chairs need to be wiped clean of any mess or spills and put back in the appropriate storage areas after use.

____ 4. Bathrooms **MUST** be cleaned, including counters wiped and trash emptied.

____ 5. Instructions for lights and the heating/cooling systems are posted on the interior side of the North kitchen door and above all four thermostats and vent returns. Please read carefully and follow instructions before leaving the building(s).

FAILURE TO COMPLY WITH ANY OF THE ABOVE REQUIREMENTS WILL RESULT IN A PARTIAL OR COMPLETE LOSS OF YOUR CLEANING AND SECURITY DEPOSIT.

If necessary, additional cleaning costs will be invoiced to you by the Pawhuska Indian Village Committee, Five Man Board at the rate of \$12+/hour, per cleaning staff member. By signing this agreement you take full responsibility for costs incurred during use and will pay any amount exceeding your \$200 dollar deposit to the PIV Committee, Five Man Board.

By signing this agreement it is also understood that you must comply with the following items:

1. Extension cords of any kind must be approved prior to installation and all cords must be rated for proper length and the amount of amperage to be used.
2. Prior approval must be given in advance for sound systems, lighting, staging and crew. The Pawhuska Indian Village Committee, Five Man Board reserves the right to make adjustments and/or changes in set up arrangements for safety reasons or extra cost requirements.
3. Ordinary and special decorations must receive approval before use. No staples, tacks, nails or tape can be used to attach decorations to the walls or ceilings. Absolutely **NO** paint, glitter, non-decomposable confetti, open flame candles, sparklers, fireworks or birdseed may be used.

4. For security and safety reasons, you will be held responsible for the conduct and behavior of individuals and groups using the Wakon Iron Hall, the Family Room, and the grounds. Any costs incurred by the Pawhuska Indian Village Committee, Five Man Board due to unruly behavior during your event will be deducted from your security deposit or invoiced to you if total costs exceed the \$200 total deposit amount.
5. No storage, use, generation, or disposition of any hazardous or radioactive materials inside or outside of the buildings will be made without prior consent. The obligations and liabilities in this section shall survive the expiration or termination of this Rental Agreement.
6. Accidents will be reported in writing to the Pawhuska Indian Village Committee, Five Man Board within 24 hours of your event.
7. You will assume and accept any and all liability for damages to any person(s), parties or their property while on these grounds. You will hold the Pawhuska Indian Village Committee, Five Man Board harmless and free from any liability arising out of any such event for actions, bodily injury, claims, cost or expenses, damages, fines, procedures, liability suits, (including attorney and consultant fees) by any party to include guest(s) of the undersigned.
8. No pets, alcoholic beverages or glass containers are allowed in the building(s) or parking areas.
9. You will not physically alter any existing space either in the building(s) or on the grounds.
10. By signing this agreement you fully understand that you are responsible for any damages to the Wakon Iron Hall, Family Room, and the grounds and take full responsibility for the safety and welfare of any and all individuals attending your scheduled event and they must be properly supervised or chaperoned and that you must regulate the use of the building(s) and grounds to protect the same, during your rental period.

Prior to signing this agreement, I the undersigned, do fully understand and acknowledge that I have read the above Rental Agreement for the Pawhuska Indian Village Committee, Five Man Board and will comply with all rules, conditions and regulations as set forth herein, of which I have received a copy.

Date of Event: _____

Date Signed: _____

Name

Pawhuska Indian Village Committee, Five Man Board

Address

P.O. Box 1243

Pawhuska, Oklahoma 74056

918-287-2716

City

State

Renter's contact Phone Number

Board Member #