HALL RENTAL AGREEMENT

The Native Village of Chitina (NVC) is happy to provide the Chitina Hall for your use. This agreement is meant to define the terms of use and we ask that you and your entity respect our property as you would want your own property to be treated. The additional costs of repair and cleaning will force us to raise our prices, which affects everyone, so please leave the space clean and ready for the next user. In the event of a Tribal Members passing, the NVC reserves the right to cancel this agreement at no charge to the renter in order to accommodate the family of the deceased. Tsin’aen!

PLEASE READ THE FOLLOWING AND SIGN FOR ACKNOWLEDGEMENT:

RENTER AGREES TO...

- Not to remove any items from the walls, bulletin boards, kitchen, or facility.
- Remove all materials and decorations from the walls and ceiling applied by renter.
- To not put any nails into the walls.
- Supervise children and teen activities at all times.
- Take responsibility for any damages caused at the activity.
- Keep the building and equipment in its present condition.
- Pay NVC the cost of repair or replacement of the building or equipment that is damaged, stolen, or destroyed during use of this agreement.
- No use of alcoholic beverages or illegal drugs on the NVC property. Understand that disregard to this rule will result in immediate shut down of activities, and the removal of all persons from the premises and prevention of the hall use in the future.
- Notify the NVC office 24 hours in advance for cancellation needs. I agree to pay all applicable fees agreed to in this contract if 24 hours’ notice of cancellation is not provided.
- Make a 250.00 refundable deposit to ensure the space is left clean and keys are returned within 24 hours of the event. Failure to comply with these terms will result in the inability to use the hall in the future. The NVC reserves the right to pursue any legal means necessary to collect payment for any damages.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
<th>Fee</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Full Day X _______ days</td>
<td>$200.00</td>
<td>$ .</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Half Day X _______ days</td>
<td>$100.00</td>
<td>$ .</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hourly X _______ hours</td>
<td>$75.00</td>
<td>$ .</td>
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<tr>
<td></td>
<td></td>
<td>Kitchen X _______ days</td>
<td>$100.00</td>
<td>$ .</td>
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<tr>
<td></td>
<td></td>
<td>Annual Meeting</td>
<td>$1,000.00</td>
<td>$ .</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other</td>
<td>Contact NVC</td>
<td>$ .</td>
</tr>
</tbody>
</table>

Total With Required $250.00 Refundable Cleaning Deposit $ .

Organization

Name of event

By my signature I agree to the terms stated in this document. I also agree to pay the fee noted above.

(Organization/Responsible Person Name & Title)  Signature  __/__/____

(Native Village of Chitina Representative & Title)  Signature  __/__/____

P.O. Box 31, Chitina, Alaska 99566
Phone 907.823.2215  email cttvc@outlook.com
Hall Rental Cleaning/Key Return Agreement

Renter agrees to perform a full clean-up of the hall and return the key(s) within 24 hours after the event or forfeit the $250.00 required deposit.

**HALL CLEANING:**
- [ ] Sweep and mop floors-including hall, kitchen, and bathrooms
- [ ] Wash, wipe clean, and/or put away areas and items used
- [ ] Wipe clean and put away all chairs and tables
- [ ] Clean bathroom toilets, sinks, countertops, and mirrors
- [ ] Remove all materials and decorations used for activity from walls and ceilings
- [ ] Empty all trash containers, replace trash bags, and place all trash bags in the dumpsters located outside of the building. **Do not leave trash bags outside The Doors Of The Hall.**
- [ ] Pickup any trash left outside of the building by activity participants and place in dumpster.
- [ ] Remove all perishable food or food items with open containers **DO NOT Leave in Refrigerator/Freezer.**
- [ ] Check all doors and windows to make sure they are shut and locked.

Key Return (if applicable) Key must be returned within 24 hours after event.
- [ ] # of Keys Issued ______  [ ] No Keys Issued

If Key(s) Issued: Date: / /  To ___________________________ (Organization/Responsible Person)

Key(s) Returned: Date: / /  To ___________________________ (NVC Representative)

Deposit Refundable: [ ] Yes  [ ] No

Deposit Refunded Via Check Number: _________ & Date Issued: / / 

Deposit Retained for the Following Reason(s):

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

By my signature I agree to the terms stated in this Hall Rental Cleaning/Key Return Agreement.

_____________________________________________________________________

(Organization/Responsible Person Name & Title)  Signature  / / 

_____________________________________________________________________

(NVC Representative and Title)  Signature  / / 

P.O. Box 31, Chitina, Alaska 99566
Phone 907.823.2215  email ctivc@outlook.com