

## Rental/Usage Agreement

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

This RENTAL/USAGE AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between the Fallon Paiute-Shoshone Tribe, hereinafter referred to as "Tribe" and \_\_\_\_\_ hereinafter referred to as "RENTEE" AND/OR USER", has hereby mutually agreed upon the following:

### RECITALS

The Tribe holds control and ownership of the premises described below and desires to rent or loan described premises to the about RENTEE/USER.

Multi-Purpose Room                       Gymnasium                       Tables # \_\_\_\_\_

Kitchen                       Other: \_\_\_\_\_                       Chairs # \_\_\_\_\_

### Description of Event:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### TERM AND RENT

The term of this Rental/Usage will be for \_\_\_\_\_ day(s) beginning on \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ am/pm and ending on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ am/pm.

1. A rental rate of \$25, **per room**, per day with the understanding that the fee is **non-refundable** or **transferable**.
2. A deposit of \$25 **per room**, per day for cleaning fees will be paid and maybe refundable **depending on inspection of said premises, chairs, tables, etc., and a refunded check will be issued from the finance department**.
3. A fee per table is \$25 non-refundable.
4. A few per chair is \$1.00 non-refundable.
5. The "RENTEE/USER" understands that under NO CIRCUMSTANCES will the "Tribe", agents, staff, volunteers will be held liable or responsible for any injuries that might occur upon said premises while renting or using the premises.

6. The "RENTEE/USER" will pay for any damages that might occur while renting or using said premises, and that all responsibilities of protecting said premises from damages lies with the "RENTEE/USER".
7. The "RENTEE/USER" will be responsible for building security and notification of events to the Fallon Tribal Law Enforcement when the number of persons in attendance at any function exceeds 50 people. Two (2) or more Security Personnel will be provided when the number of people at any given function exceeds 250 persons.
8. The "RENTEE/USER" understands that any costs incurred during said uses such as power, heat, water, etc. are included in the rental fee.
9. Absolutely No Alcohol on premises.

This "RENTEE/USER" agreement contains the entire contents between the parties and cannot be changed or terminated except by a written statement subsequently executed by the parties hereto.

I/WE, do hereby acknowledge that I/WE will abide by the enforced rules and regulations for the use of the gymnasium, multipurpose room and associated facilities established by the Fallon Business Council.

Date	Rentee/User
Date	Director/Program Coordinator
Date	Administrator
Date	Chairman
Date	Finance (signature upon payment)

**\*\*ATTENTION: YOU WILL BE NOTIFIED UPON APPROVAL OR DISAPPROVAL.\*\***

**Check-Out Sheet for Tribal Facility Usage  
BEFORE EVENT**

**Kitchen**

Clean Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Garbage Cans**

Is can clean, empty and plastic bag inside?  
Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Restrooms**

Ladies Clean Yes No

Men's Clean Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Gym Floor**

Was the floor clean? Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bleachers**

Clean Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Tables/Chairs**

Clean Yes No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Miscellaneous: As stated in the Tribal Building Agreement*

Comments: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Rentee/User Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Maintenance Signature

\_\_\_\_\_  
Date

# Check-In Sheet for Tribal Facility Usage

## AFTER EVENT

### Kitchen

Clean Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Garbage Cans

Is can clean, empty and plastic bag inside?

Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Restrooms

Ladies Clean Yes No

Mens Clean Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Gym Floor

Was the floor clean? Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Bleachers

Clean Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Tables/Chairs

Clean Yes No

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*Miscellaneous: As stated in the Tribal Building Agreement*

Comments: \_\_\_\_\_

\_\_\_\_\_.

\_\_\_\_\_  
Rentee/User Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Maintenance Signature

\_\_\_\_\_  
Date