



St. Joseph High School Auditorium Lease

Lessee/Applicant: _____ Date: _____
Renting Organization: _____
Billing Address: _____

Telephone (daytime): _____ Email address _____
Title of Presentation/Purpose: _____

Is this Organization incorporated as a not-for-profit corporation? Yes No
Is there an admission fee to this event? Yes No

Day/Date of use	Start/End Time	Day/Date of Use	Start/End Time
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Additional Rooms/Equipment: _____

PREPARATION DETAILS: Description of facility and equipment provided is described in the accompanying Contract Technical Rider. Please communicate in writing to the auditorium manager a detailed stage, lighting, and sound plan, as well as a fly schedule at least four (4) weeks in advance to insure the proper preparation is completed prior to your arrival.

PROVISIONS OF AGREEMENT:

- 1) The facility, as described in the accompanying Contract Technical Rider, cannot be used for any purpose contrary to law or the public policy of St Joseph Public Schools, or for any purpose deemed extra hazardous on account of fire or otherwise.
- 2) The Lessee/ Applicant cannot assign or transfer this agreement to a third party.
- 3) The Lessee/ Applicant is to surrender the facility as described in the Contract Technical Rider in as good state and condition as upon entry of Facility. No alterations or additions in or to the facility shall be made, including but not limited to, holes made or drilled in any part of the structure for any purpose whatsoever.
- 4) No extension of the rental period as described above will be allowed without a prior written agreement between St. Joseph Public Schools and the Lessee/ Applicant.
- 5) St. Joseph Public Schools has the right throughout the rental period to maintain in the facility such personnel as it deems proper for any purpose whatsoever.
- 6) St. Joseph Public Schools has the right to terminate this agreement without notice in the event of any violation of this agreement or the attached Contract Technical Rider, whether such violation is the result of acts of the Renting Organization or by persons invited to the facility by the Renting Organization.
- 7) St. Joseph Public Schools shall be in no way responsible for the loss, theft, or destruction of materials, equipment, etc., brought on to the premises by the Renting Organization.
- 8) The rental of this facility implies only the use of minimal equipment, and the use of equipment other than that detailed in the Contract Technical Rider must be specified well in advance and may incur additional fees.
- 9) The Lessee/ Applicant agrees to furnish all personal liability insurance for the use period and releases St. Joseph Public Schools from any liability for damages resulting from the use period. Any damage to property belonging to St. Joseph Public Schools during the use period or as the result of any actions by the Renting Organization or by persons invited to the facility by the Renting Organization, shall be paid by the user on demand of St. Joseph Public Schools. Further the Lessee/Applicant and the Renting Organization agree to abide by all building use regulations.

Signature of Applicant _____ Date _____
Advance Deposit: _____ Basic Rental Fee: _____