

# TO'NANEES'DIZI LOCAL GOVERNMENT

## CHAPTER BUILDING RENTAL AGREEMENT

Name of Renter:	Today's Date:
Address:	Phone number:
City & State:	Message/Work:
Purpose of Rental, including dates and hours:	

**No Internet will be provided, and bring your own equipment; projector, projector screen, etc.**

**Payments in cash, money order or credit/debit card; card payments will include additional processing fee.**

Hours	Rental Rates	Processing Fee w/card	Date(s) Requested:	Hours From / To:
2 hours or less	\$45.00	\$1.80	_____	_____
3 - 4 hours	\$70.00	\$2.80	_____	_____
5 - 6 hours	\$90.00	\$3.60	_____	_____
7 - 8 hours	\$120.00	\$4.80	_____	_____
Saturday	\$130.00	\$5.20	_____	_____
Sunday	\$130.00	\$5.20	_____	_____
Funeral Meeting (limited to 2 funeral meetings)	No charge	\$0.00	_____	_____

Total Hours: \_\_\_\_\_

Rental Rate: \_\_\_\_\_

Processing Fee: \_\_\_\_\_

Tax @ 6%: \_\_\_\_\_

Non-refundable Utility fee plus a processing fee per day: **\$30.00**

Total Amount Due: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

**PLEASE NOTE : The kitchen is off limits & the utility fees will not be waived.**

USER Initials. **Care of Premises :** *The USER must SET UP and TEAR DOWN tables and chairs before and after their event.*

*The USER agrees not to alter or damage any CHAPTER property, and agrees to put the event space in the same condition as before, which may require cleaning, hauling your own trash away, placing property in its original place.*

USER Initials. **Property Damage :** *The USER agrees to assume full responsibility for the conduct of all persons admitted onto the premises. If during the event, CHAPTER property is damaged by any person, the USER agrees to repay the CHAPTER for the repair, replacement or repayment of such property.*

USER Initials. **Personal Injury :** *The USER agrees to hold the CHAPTER harmless from any and all liability arising from injury to persons or property on the premises.*

USER Initials. **Navajo Nation Laws Observed:** *The USER agrees that all persons will conform to and comply with all laws, rules and regulations of the Navajo Nation.*

APPROVED  Renter's Signature \_\_\_\_\_ Date \_\_\_\_\_

DENIED  \_\_\_\_\_

FEE WAIVED -  Executive Managers Signature \_\_\_\_\_ Date \_\_\_\_\_

*Rental Fee Only*