GRANT COUNTY FIRE DISTRICT #3

1201 Central Avenue S • P.O. BOX 565 • Quincy, WA 98848
P: (509)787-2713 | www.gcfd3.net

TRAINING/CONFERENCE ROOM USE/RENTAL - AGREEMENT

Company/Organization Information:

Name: _____ Dates needed: _____ to _____

MailingAddress_____City/State:_____Zip:_____

POC: _____ Title: _____

Phone: _____ Email:_____

Event: ☐ Training ☐ Meeting ☐ Other _____

Training Room (St. 31)
☐ Full day price: $100.00 Date/Time: _____
☐ Half day price: $50.00 Date/Time: _____
☐ Additional fee, if food is served: $50.00 non-refundable

Training Room (St. 35)
☐ Full day price: $100.00 Date/Time: _____
☐ Half day price: $50.00 Date/Time: _____
☐ Additional fee, if food is served: $50.00 non-refundable

Conference Room (St. 31)
☐ Half day price: $50.00 Date/Time: _____
☐ Additional fee, if food is served: $50.00 non-refundable

At the discretion of the Fire Chief, any and all fees may be waived.

☐ Fees waived. Authorized by: _____

☐ **The User has read and signed the General Terms and agrees to comply with them.**

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Send completed form with payment to:

GCFD 3
1201 Central Ave S
Quincy, WA 98848
Email: info.grantfire3@gmail.com

Office Use Only:

Total Amount Due _____ Date Received _____

By: _____

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TRAINING/CONFERENCE ROOM USE/RENTAL - GENERAL TERMS

This agreement is entered into between Grant County Fire Protection District No. 3 hereafter referred to as "District", and _____ hereafter referred to as "User".

Background

1. District owns and operates training and conference rooms collectively referred to as “Training/Conference Rooms.”
2. The User would like to use the Training/Conference Rooms for the purpose of having a meeting place for its personnel.
3. The District is willing to allow use of its Training/Conference Rooms by the User under the conditions set forth in this Agreement

Agreement

In consideration of the mutual promises contained in this Agreement the parties agree as follows:

1. **Facility Use**. No smoking tobacco, alcohol, marijuana products, or any other illegal item on District premises. No congregating in the halls or blocking entrances and exits. Food and beverages will be restricted to training rooms and kitchen areas. No parking in front of overhead doors. (Must stay clear for access to emergency apparatus.) Only that part of the facilities/building rented is to be used. Children will be supervised by an adult at all times. Proof of a City Itinerant Vendors Permit is required.

2. **Food or Beverages**. If food or beverages are served, a $50.00 non-refundable fee will be charged, in addition to the rental fee, unless waived by the District. The following tasks must also be completed: Remove all perishables from facilities, clean counters, mop floor, clean and dry appliances, remove garbage, replace garbage liners, wipe tables & chairs, and vacuum.

3. **Kitchen Use.** The kitchen may be used for basic food warming / serving. The use of the stove, microwave, refrigerator, dishwasher, coffee pot, hot pots and sink area are permissible. In the event the licensee has catering, the caterer will discuss the food details with the booking staff member.

4. **Set-Up/Clean-Up.** User is responsible for all setup and clean-up of the Training/Conference Rooms including leaving the facilities clean and free of all trash and litter. All garbage will be disposed of off premises. The User is responsible for any damage to the facility or equipment. In the event damage occurs or excessive cleaning is necessary, the User will be charged for all janitorial or repair fees incurred. Any equipment used will be used properly, cleaned and replaced in the original position. CLEANING SUPPLIES IN JANITOR CLOSET SOUTH END OF EAST HALL.

5. **Time of Use.** The District grants permission to the User to use the Training/Conference Rooms at mutually agreeable times established by the User and Fire Chief or designee. All use of the facilities by User shall be subject to the terms and conditions of this

Agreement. District activities have priority; and prior permission for use may be cancelled if needed for District activities or an emergency. Rental fees will be reimbursed by the District if this occurs. District may also revoke User's rights to use the facilities at any time do to misuse and/or failure to abided by this agreement.

6. **Cancellation.** Cancellation notice requires a minimum of seven (7) days prior to the scheduled event in order to receive a full refund of the rental fees paid. Cancellation notices received less than 7 days prior to the scheduled event will receive NO REFUND, unless the Fire Chief or designee determines otherwise. The District shall not be liable for non-performance of this contract when such non-performance is attributable to national emergencies, acts of God, and any other causes, which are beyond the reasonable control of the District. In such an event, the District shall not be liable to the User for any damages, whether actual or consequential, which may result from such non-performance but shall be liable only for refunding to User any rental fees being held.

7. **Scheduled Time/Extensions.** It is essential to conclude sessions at the scheduled time. Requests for extensions will be made by the Fire Chief or designee. Additional charges may be incurred.

8. **Release and Waiver.** User agrees to be solely responsible for the acts or failure to act of its personnel, agents, trainees and instructors that occur or arise in any way out of the Training/Conference Rooms and releases, waives, and discharges the District, its employees, officers, elected officials and agents from any and all liability, claims, demands, actions and causes of action arising out of or related to any injury, including death, that User its, personnel, agents, trainees, and instructors may sustain as a result of their use of the Training/Conference Rooms.

9. **Indemnification/Hold Harmless.** In consideration of the User's use of the Training/Conference Rooms, the User agrees to indemnify, defend, and hold harmless the District from all lawsuits, damages, claims, judgments, losses, liability, or expenses for personal injuries or property damage of any kind or nature that arise out of or in connection with the User's use of the facilities, whether arising from the actions or non-actions of User, User's employees, volunteers, agents, officials or from third parties that may directly or indirectly participate in or observe User's use of the Training/Conference Rooms; provided, this section shall not apply in the event the injury or property damage is caused by the sole negligence of the District. In the event any lawsuits or claims of any type are filed with or against the District relating to the facilities use, the lawsuit or claim shall be tendered to the User for defense and indemnification. **It is further specifically and expressly understood that the indemnification provided herein constitutes the User's waiver of immunity under industrial insurance, Title 51 RCW, solely to carry out the purposes of this indemnification clause. The User further acknowledges that it has mutually negotiated this waiver.**

10. **Responsibility for Damage to Training/Conference Rooms.** The User agrees to be solely responsible for any damage that may occur to the Training/Conference Rooms and other District equipment and facilities because of or related to the User's use of the Training/Conference Rooms.

11. **Security Cameras**. User acknowledges that the District may have security cameras onsite that may record participants during activities.

Grant County Fire Protection District No. 3	**USER**
By: _____	By: _____
Print Name/Title: _____	Print Name/Title: _____
DATE:_____	DATE:_____