

U.A. L716 Training Corp. Building Rental Schedule

- Half Day rate\$75.00
Please choose time slot
 - 8am – 12pm
 - 12pm – 4pm
- Daily rate.....\$100.00
(*no kitchen use 8am – 4pm)
- Evening rate.....\$150.00
(*no kitchen use 4pm- 9pm)
- Weekend rate.....Negotiable

Small Classroom (Seats 8) \$50

- 8am – 12pm
- 12pm – 4pm

Small Boardroom(Seats 8) \$50

- 8am – 12pm
- 12pm – 4pm

*For kitchen use, add \$25.00

U.A. L716 Training Corp. Building
21 Gabriel Drive
Augusta, ME 04330

TODAY'S DATE: ____/____/____

CONTACT NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

PHONE (____)-____-____

FAX: (____)-____-____

E-MAIL ADDRESS: _____

PURPOSE OF MEETING: _____

EVENT DATE(S): _____

_____ and U.A. L716 Training Corp. Building agree as follows:

Between now and _____, unless both parties have agreed upon and fully executed this agreement, should another organization request the dates and be in a position to confirm immediately, we will advise you and you will have three (3) business days to confirm on a definite basis.

If this agreement is not mutually executed by _____, the room reservation may be automatically cancelled.

FUNCTION SPACE & SCHEDULE OF EVENTS

Based on your requirements, we have reserved function space as shown on the following schedule of events at the rates indicated.

- Half Day rate\$75.00 \$ _____
Please choose time slot (circle selection) 8am – 12pm 12pm – 4pm
- Daily rate.....\$100.00 (*no kitchen use 8am – 4pm) \$ _____
- Evening rate.....\$150.00 (*no kitchen use 5pm- 9pm) \$ _____
- Weekend rate.....Negotiable \$ _____
- Small Classroom (Seats 8) \$50
Please choose time slot (circle selection) 8am – 12pm 12pm – 4pm \$ _____
- Small Boardroom(Seats 8) \$50
Please choose time slot (circle selection) 8am – 12pm 12pm – 4pm \$ _____
- *For kitchen use, add \$25.00 \$ _____

FOOD & BEVERAGE POLICIES

Due to licensing requirements and quality control issues, all food and beverage to be served on the U.A. L716 Training Corp. property must be supplied and prepared by the Lessee. No Alcohol Allowed on Property.

SECURITY

U.A. L716 Training Corp. Building does not provide security in the meeting and function space and all personal property left in the meeting or function space is at the sole risk of the owner. The Lessee agrees to advise its attendees that they are responsible for safekeeping their personal property.

CONTRACTED VENDORS

The Lessee may use its own vendors for these services provided that the Lessee's proposed vendors meet minimum standards established by U.A. L716 Training Corp. Building, including insurance and indemnification requirements.

FUNCTION SPACE DEPOSIT

The balance of \$ _____ is due by ____/____/_____.

Check # _____

CANCELLATION

U.A. L716 Training Corp. Building will issue a full refund if the reservation is cancelled two (2) weeks prior to the scheduled arrival date. A cancellation after such time will be subject to a \$25.00 cancellation fee.

FORCE MAJEURE

The performance of this agreement by either party is subject to acts of God, government authority, disaster or other emergencies, any of which make it illegal or impossible to provide the facilities and/or services for your meeting. It is provided that this agreement may be terminated for any one or more of such reasons by written notice from one party to the other without liability.

INDEMNIFICATION

Each party hereby agrees to indemnify, defend and hold the other harmless from any loss, liability, cost or damages arising from actual or threatened claims or causes of action resulting from the gross negligence or intentional misconduct of such party or its respective officers, directors, employees, agent, contractors, members or participants (as applicable), provided that with respect to officers, directors, employees, and agents, such individuals are acting within the scope of their employment or agency, as applicable.

SIGNATURE

This contract, with exhibits attached (if any), constitutes the entire agreement between the parties and may not be amended or changed unless done so in writing signed by the U.A. L716 Training Corp. Building and the Lessee.

The undersigned represent that they are authorized to sign and enter into this contract. Notice may be sent via facsimile transmission and will be considered effective as of the date and time of the facsimile confirmation of transmission.

ACCEPTED AND AGREED TO :

U.A. L716 Training Corp. Bldg.

By _____
Lessee Representative

By _____
U.A. 716 Representative

Date _____

Date _____