



WILDERNESS **AGEYA** EDUCATION

APPLICATION AND AGREEMENT FOR RENTAL OF AGEYA WILDERNESS CENTER

**Applicant:** \_\_\_\_\_  
**Organization** \_\_\_\_\_

**Dates of Event:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

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

**# of Guests Attending:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Set-up Time:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Event Start Time:** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Event End Time:** \_\_\_\_\_

**Email:** \_\_\_\_\_  
*\$250.00 security and cleaning deposit refundable 3 days after event with the following provisions; end time is met, trash is put in dumpster, no damage to hall or its contents, and items 1-27 below are adhered to.*

*A \$40.00 charge will apply for every 30 minutes the event extends past end time \_\_\_\_\_ init. \_\_\_\_\_*  
To avoid additional charge we recommend that you allow 45 minutes for breakdown time

**Will alcoholic be served? Yes \_\_\_ No \_\_\_**

**Package:** \_\_\_\_\_

**Cost \$** \_\_\_\_\_

**Table Linens:** \_\_\_ X \$5.00 each **Color: (White)** \_\_\_ **(Burgundy)** \_\_\_\_\_

**# Round Tables:** \_\_\_ **INC** **# Of Rectangle Tables:** \_\_\_ **INC** **# Of Chairs:** \_\_\_ **INC**

**Microphone w PA system** \_\_\_ **Screen** \_\_\_ **Easel** \_\_\_

**Yurts or Wall tents (\$30 / pers. / day)** \_\_\_\_\_ **# people** \_\_\_\_\_ **# of nights** \_\_\_\_\_ **Tent Camping (\$5 / pers.)**

**30 x 40 tent (\$150 /day)** \_\_\_\_\_ **# of days** \_\_\_\_\_

**Sub Total \$** \_\_\_\_\_

**Refundable Security / Cleaning Deposit** \_\_\_\_\_ **\$250.00**

**Grand Total \$** \_\_\_\_\_

**Site Reservation Deposit non-refundable** \_\_\_\_\_ **init.**

**Less Deposit -** \_\_\_\_\_

**Balance due 30 days prior to** \_\_\_\_\_

**Balance \$** \_\_\_\_\_

*Liability Statement: By signing this Rental Application and Agreement, the Renter agrees to assume the responsibility and legal liability for the above described event, and to abide by all the Conditions, Rules and Regulations printed on the back of the Application/Agreement upon acceptance of this Application/Agreement by Ageya Wilderness Education. Additionally, the Renter agrees to indemnify, defend and hold harmless Ageya Wilderness Center and Ageya Homestead Properties LLC from any and all claims for bodily injury or property damages that may arise out of or in connection with this Agreement and use of the subject premises. Failure to comply with any or all of the above stated rules will result in the withholding of the security deposit. The Renter has also reviewed, completed and signed the attached Information and Questionnaire form.*

**Signature of Applicant/Renter:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved by Ageya:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*\*\*\*

**PAYMENTS**

All checks to be made payable to; **Ageya Wilderness Education 3705 Arctic Blvd. #2078, Anchorage Alaska 99503**  
DEPOSIT: Minimum \$200.00 Non-refundable deposit due with Application/Agreement payable to "Ageya Wilderness Education"

REFUNDABLE SECURITY: \$250.00 Security due with Application/Agreement. Refundable 3 days after event provided all conditions of agreement have been met.

**FORFEIT OF SECURITY AND CLEANING DEPOSIT**

If event extends beyond reserved time without prior approval given the security deposit will be forfeited.

If the rented premises including yurts are not cleaned to same or similar conditions as when rented then the deposit will be forfeited

A charge of \$20.00 for every 15 minutes event extends past Agreement end time.

**CANCELLATIONS**

No refunds of deposits

Applicant responsible for payment in full if event is cancelled within 30 days of event

**ITEMS INCLUDED IN RENTAL FEE**

Anything not specifically included in contract is excluded

**ITEMS NOT INCLUDED IN RENTAL FEE**

Table Linens – All renters may cover all tables with their own tablecloths or rent linens from Ageya Wilderness Center.

You may set-up the hall within the time frame stated on contract. If additional set-up time is required applicant may be allowed additional set-up time at the sole discretion of Ageya Wilderness Center

**Ageya Facility procedures to follow:**

*We wish for you to have an enjoyable event at the Ageya Wilderness Center. In order for that to occur we have listed the procedures to follow during your event to insure a great event for your group. If you have any questions please call 907 230 1771*

- 1) Clean off all tables before leaving at your scheduled time and empty trash barrels into dumpster provided.
  
- 2) All yurts/ tents are to be swept and all trash removed

- 3) The kitchen (if use is part of rental agreement) must be cleaned, all personal items removed and the floor must be swept.
- 4) ONLY painters tape, no tacks or nails may be used on the walls.
- 5) No animal or pets are allowed on the property
- 6) No candles may be used.
- 7) No propane gas tanks may be used without prior written approval.
- 8) No confetti or glitter may be used.
- 9) No cotton candy or popcorn machines.
- 10) The renter hereby accepts the premises in the condition in which they are at the beginning of this lease and agrees to maintain said premises in the same condition, order, and repair in which they are at the commencement of said term excepting only reasonable wear and tear arising from the use thereof under this agreement, and the renter shall be liable to Ageya Wilderness Center and shall forever hold harmless Ageya from any and all such damage or loss occasioned to the premises or any of Ageya's properties caused by the acts or negligence of the renter or any persons in the employ or under the control of the lessee.
- 11) The lessee assumes all risk for the scheduled event and shall be solely responsible and answerable for all damages, accidents, and injuries to persons and to personal property and hereby covenants agrees to indemnify and keep harmless Ageya Wilderness Center and its representatives from any claims, suits, losses, damage, or injury to person or property of any kind and nature whether direct or indirect arising out of the operation of this permit or the carelessness, negligence, or improper conduct of the lessee or any servant, agent, or employee. It is expressly understood and agreed that no real or personal property is leased to the lessee, that he/she is a lessee and not a lesser. This Agreement is not transferable. The renter agrees not to represent himself as an agent or associate of Ageya Wilderness Center. The lease granted shall continue only so long as renter shall comply strictly and promptly with each and all of the undertakings, provisions, covenants, agreements, stipulations, and conditions herein contained.
- 12) The renter shall indemnify and save Ageya Wilderness Center harmless from any and all claims liability, losses, and causes of actions which may arise out of the operation of the renter's function under the lease agreement. The renter shall pay all claims and losses of any nature whatsoever in connection therewith, and shall defend all service in the name of the Ageya Wilderness Center when applicable, and shall pay all costs and judgments which may issue thereon.
- 13) The room must be vacated by the agreed upon ending time of the event (i.e. if the room is booked from 6:00pm until 11:00pm, all persons must be out of the room by 11:00pm).
- 14) Total contract fees must be paid prior to contract event.
- 15) Usage must be limited to the activities listed in the Application or attachments, at the Ageya Wilderness Center's discretion.
- 16) Number of participants expected must be stated and adhered to.
- 17) Additional charges may be made if equipment or maintenance services are required.
- 18) Use will be limited to specific areas stipulated.
- 19) Ageya will provide an attendant on the on premises prior to set-up, during function, and for locking and securing building after function as needed.

- 20) No open fires are allowed except in designated fire rings and only with the pre-approval of Ageya Wilderness Center
- 21) Ageya Wilderness Center reserves the right to cancel for not abiding by regulations, misconduct, or another action detrimental to participants or Ageya Wilderness Center.
- 22) Renter agrees to furnish any other information requested by Ageya Wilderness Center.
- 23) If determined that any of the previous regulations are not applicable to a particular function, it will be at the discretion of the responsible Ageya Wilderness Center representative to waive said regulations.
- 24) If having a party catered or renting any equipment, it must be removed immediately after the event.
- 25) Ageya Wilderness Center will not be responsible for any lost or damaged goods.
- 26) There is absolutely no smoking in the building or anywhere on Ageya Wilderness Center property.
- 27) There can be no cash bar, unless you have a caterer for your event and their liquor permit expressly permits a cash bar.
- 28) Ageya Wilderness Center may require, in its sole discretion, that renter provide Security services for the entire event

**Applicant/Renter initial** \_\_\_\_\_