



THE LEADERSHIP CENTER
2211 Q Street, Aurora, NE 68818-1304
Phone: 402-694-3934 Fax: 402-694-6116
E-mail: executivedirector@tlcaurora.org
Webpage: www.tlcaurora.org

CONTRACT FOR SERVICES

DATE: November 8, 2022

CONTRACTING GROUP: Jase's Gym Birthday Party
CONTACT: Christine Holliday
ADDRESS: 711 K Street, Aurora, NE 68818
EMAIL: christine.holliday2015@gmail.com

TELEPHONE: 402-694-8720

EVENT DATE: Saturday, December 3, 2022

TIME: 2:00-4:00 pm

NUMBER OF ATTENDING: (10 to 20) *(final count due 7 days before event: final count is the number you will be billed for unless the number is higher; then your organization will be charged accordingly)*

EVENT PACKAGE INCLUDES:

GATHERING ROOM: Gym

SET-UP: Games, Balls, Etc.

ADDITIONAL: Charged Accordingly

FINANCIAL: **Gym/Event deposit: \$80.00**

DAMAGE DEPOSIT:

A credit card number will be required at check-in. This number will be kept on file until after your group checks out and inspection for damage from your group has been made. If damages occur, charges will be made to the invoice for your group; only failure to pay the damages included on the invoice will result in charges applied to your credit card held for this reason. Credit card information will not be kept on file longer than necessary.

Liability & Hold Harmless:

The Group shall indemnify, defend and hold harmless The Leadership Center and its officers and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorneys' fees (collectively "Claims") arising out of or caused by the Group's or its members negligence in connection with the use of The Leadership Center facilities. The Group shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such Claims.

Nebraska Food Code:

Though outside food is allowed in your meeting and lodging area, food that is temperature controlled cannot be brought in as mandated by Nebraska Food Code nor can we provide you a refrigerator or storage of outside food of any kind. This includes coffee pots, crock pots, ice cream, delivery pizza, grilling or BBQ, etc. Anything that needs to be heated, cooled or frozen may not be brought in. The Leadership Center staff has been instructed to dispose of any food in violation. All food served by The Leadership Center will be set-up and removed by The Leadership Center. This policy is not to be a difficulty to our guests, but to ensure the safety of our guests and our ability to continue serving our guests the best way possible.

Smoke Free & Pet Free Facility:

The Leadership Center is a smoke free (including vapor/e-cigarettes) & pet free facility. Smoking is strictly prohibited in any meeting room, lodge room, dorm/cabin or indoor facility. The only animals allowed are working animals that are properly documented.

Event Deposits:

All deposits made on events are neither refundable nor transferable but are counted towards final invoice of this event.

Covid-19:

The Contracting Group understands by signing this contract, the Contracting Group acknowledges the risk of possible Covid-19 transmission/exposure. The Contracting Group accepts all liability for any activities their guests partake in while at The Leadership Center. The Contracting Group also understands that by entering The Leadership Center for an event or services, their guests acknowledge and assume the risk and dangers of illness, disease, medical complications, injury or death caused by or related to Covid-19 or any other activities they partake in while at The Leadership Center.

****In case of event having to be postponed due to Covid-19:** If event must be postponed due to inclement weather, your group will be given 21 days to pick another date within 6 months of the original scheduled event. The event must be the same Contract Value or of greater Contract Value as the original event. If event cannot be rescheduled, the group will be held to the terms of the original contract.

Group Financial Agent Initial and Date: _____

CANCELLATION TERMS:

This event may be cancelled by the Contracting Group. If cancelled no less than 15 days before the event, the Contracting Group is responsible for one-half of the Full Contract Value less the Event deposit. Contract Value is the Number Attending listed on the contract multiplied by the Single Per Person rate. If the event is canceled 15 days or less before the event by the Contracting Group, the Contracting Group is responsible for the Full Contract Value less the Event Deposit.

****In case of Inclement Weather:** If event must be canceled due to inclement weather, your group will be given 14 days to pick another date within 6 months of the original scheduled event. The event must be the same Contract Value or of greater Contract Value as the original event. If an event cannot be rescheduled, the group will be held to the terms of the original contract.

Invoices are created to the Contracting Group; the contact for the group is responsible for payment of the invoice. THE LEADERSHIP CENTER will not accept individual payments from guests unless arrangements have been made prior to the event.

We have read and agree to the terms of this contract. This contract is binding when signed and returned to The Leadership Center. Sign and return with deposit within 10 days of receipt.

Group Financial Agent: _____

Date: _____

TLC Agent: Brandy Friedrichsen, Events, Clients, and Community



ORIGINAL – RETURN TO TLC



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Group Financial Agent: _____

Date: _____

TLC Agent: Brandy Friedrichsen, Events, Clients, and Community

YOUR COPY – YOU CAN KEEP

Pool / Gym / Pond Booking

Event Date: 12/3/22 Group: Case's Birthday Party
Tax Exempt: ☐ Yes ☒ No Tax Exempt #: _____ (send Form 13 w/contract)
Contact Person: Christine Holliday Phone: 402-694-8720
Email: christine.holliday2015@gmail.com Fax: _____
Address: 711 K St City, State, Zip: Aurora, NE

Time: ☐ 10:00 – 12:00 ☒ 2:00 - 4:00 ☐ 6:00 – 8:00 (no 10-12 on Sundays)
Group Type: ☒ Family ☐ Church ☐ School ☐ Government ☐ Business ☐ FFA
Attendees: ☐ Men ☐ Women School: ☐ Elem. ☐ Middle ☐ H.S.

Expected Attendance: 10 to 20

☐ **Pool** \$80 2 hours of pool rental for 20 swimmers and 6 additional chaperones

of Guests: _____

Equation: \$80 + (_____ x \$8.00) = \$ _____

^ number of swimmers above 20
(6 chaperones aren't included as swimmers)

☐ **Short Party Room** \$35 starts 15 minutes before pool time and ends 15 minutes after
☐ **Long Party Room** \$90 1 hour before or after party
☐ **Gym + Pool** \$80 1 hour gym then 1 hour pool
☒ **Gym** \$80 2 hours of gym rental
☐ **Pond** \$80 2 hours of pond and bonfire pit rental

TOTAL \$ _____

☐ Food/Cake Order?

Notes

☐ contract made ☒ in physical calendar ☒ on website calendar