



Yukon-Koyukuk School District

4762 Old Airport Way
Fairbanks, Alaska 99709
(907) 374-9400

Facility Rental Agreement

This Rental Agreement, dated _____, 20____ by and between Yukon-Koyukuk School District (YKSD)
(Month) (Day) (Year)
and _____, (the Renter). In consideration of the mutual covenants and conditions
(Person/Group/Organization Name)
herein, the parties agree as follows:

1. **FACILITY.** The Yukon Koyukuk School District rents _____ (Facility) to Renter for the event described below.
2. **EVENT.** Renter will use the Facility for the following purpose:

3. **DATE and TERM.** The date(s) of the Event will be on _____, from _____ (a.m./p.m.) until _____ (a.m./pm.)
4. **RENT.** Renter will pay YKSD the following fees at the signing of this Rental Agreement:
\$ _____ Rental Fee
\$ _____ Kitchen Use Fee (If Kitchen is Utilized)
\$ _____ Security Deposit
5. **OBLIGATIONS OF RENTER.** At the end of the rental term, Renter will return the Facility to a neat, orderly, and clean condition. Renter will be responsible for, and liable to, YKSD for all repairs to the Facility required as a result of damage caused by Renter and/or Renter's guests.
6. **OCCUPANCY.** Occupancy of the Facility will be limited to _____ person(s).
7. **SMOKING AND ALCOHOL.** Smoking and alcohol are prohibited in the Facility and on Facility property.
8. **RETURN OF SECURITY DEPOSIT.** Upon last day of Event, the Facility Administrator will inspect the Facility. If Renter and guests have not caused any damage to the Facility, YKSD will return the security deposit to the Renter by first class mail within seven days or in person if feasible. If Renter and/or guests have caused damage to the Facility, YKSD may retain all or a portion of the security deposit. If YKSD retains any of the rental deposit, it will give written notice to Renter specifying the amount retained and the reasons therefore. The YKSD's remedies for damage shall not be limited to retention of the security deposit and YKSD may pursue any additional remedies authorized by law to recover its damages or losses.

9. **INDEMNIFICATION AND HOLD HARMLESS.** Renter agrees to indemnify and hold YKSD, its officers, agents, and employees harmless from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use and occupancy of the Facility by Renter and Renter's guests, agents, or employees.
10. **ASSIGNMENT.** This Rental Agreement is not assignable to any other person or entity.
11. **RIGHT OF ENTRY AND TERMINATION.** YKSD and its employees shall have the right to enter the Facility at all times during the Event to confirm Renter's conformance to this Agreement and/or to conduct YKSD business. If YKSD determines, in its sole judgment, that Renter has breached a term of this Agreement, YKSD shall have the right to immediately terminate this Rental Agreement prior to the expiration of its term and prior to the conclusion of the Event without any refund to Renter.
12. **CONFORMANCE WITH THE LAW.** Renter agrees the Renter will abide by and conduct its affairs in accordance with the YKSD Facility Use Policy and all laws, rules, regulations, and ordinances, including those relating to alcohol consumption and noise. Renter shall not engage in or allow any illegal activity to occur at the Facility.

The parties have executed this Agreement at _____, Alaska on this _____ day of _____, 20____.

RENTER		
Renter Name:		Date:
_____	_____	_____
<i>(Print Name)</i>	<i>(Signature)</i>	
Renter Address:	Renter Phone:	
_____	_____	

Renter Email:		

YKSD		
By CSC Chairperson:		Date:
_____	_____	_____
<i>(Print Name)</i>	<i>(Signature)</i>	
By Site Administrator:		Date:
_____	_____	_____
<i>(Print Name)</i>	<i>(Signature)</i>	
By Superintendent:		Date:
_____	_____	_____
<i>(Print Name)</i>	<i>(Signature)</i>	

FOR YKSD USE:			
	BASE RENT FEE	KITCHEN USE FEE (IF KITCHEN IS UTILIZED)	SECURITY DEPOSIT
Amount			
Form of payment			
Date			
Refund (If Applicable)			

Guidelines for return of Security Deposit:

- No confetti.
- All decoration must be removed. This includes tape, tacks, etc.
- All furniture must be returned to its original location.
- All floors must be swept/vacuumed and clean. Any spills must be wiped up and/or spot cleaned.
- Thermostat must be set between 70 and 72 degrees at all times.
- All lights must be turned off and no water is to be left running.
- All doors and windows must be locked.
- Any dishes used must be washed, dried, and put away. Stove must be cleaned if available and used.
- All garbage is to be removed and disposed of properly.