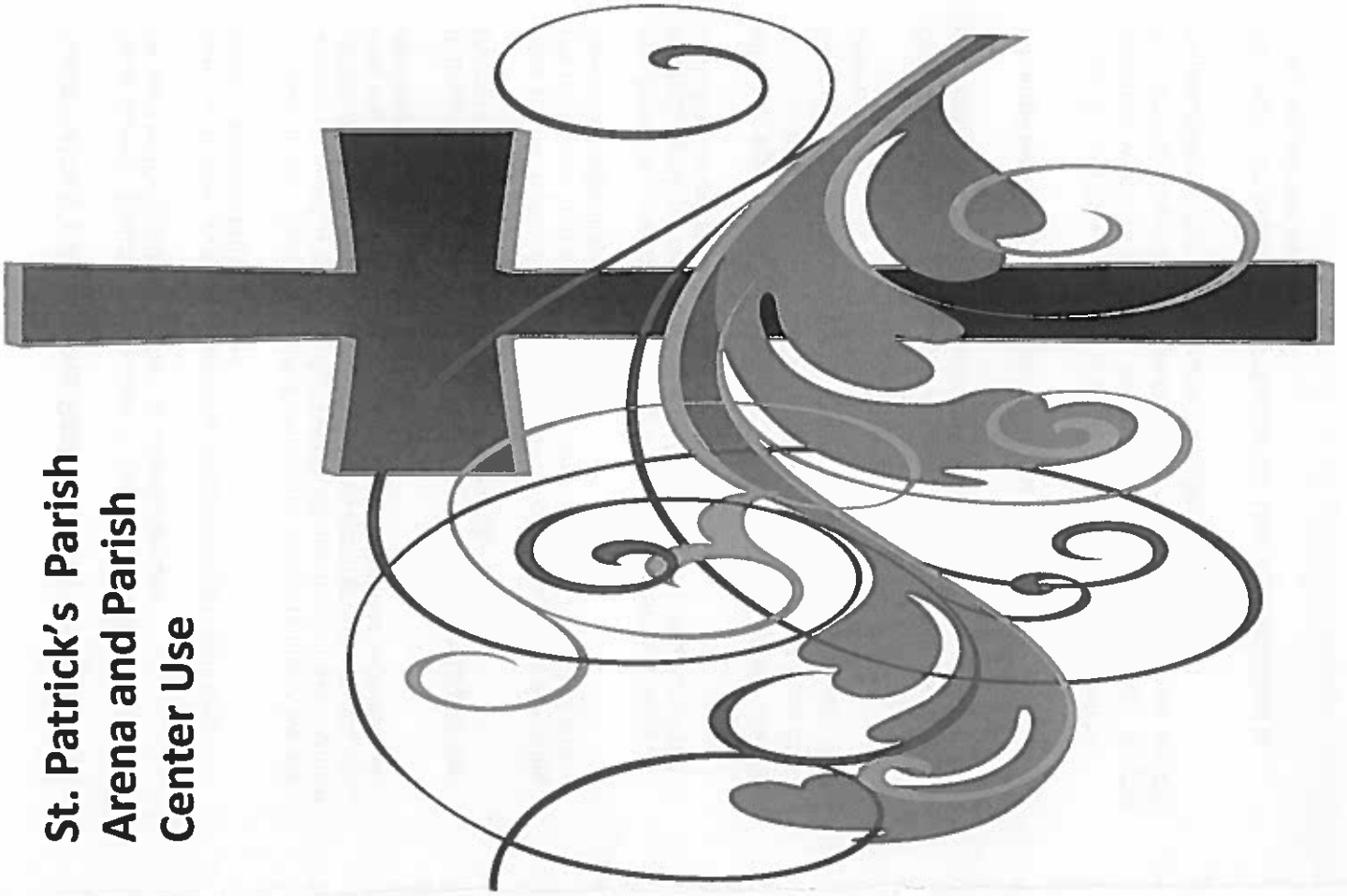


**St. Patrick's Parish
Arena and Parish
Center Use**



St. Patrick's Parish Office Contact Information

Pastor Todd Philipsen

340 Cedar Street
Chadron, NE 69337

308 432-2626

Email: stpats@chadronpatrick.org

Saint Patrick's Arena and Parish Center Use Policies

Saint Patrick's Parish allows its Parish Center, Arena and Grounds to be used by the parish and other community groups.

Parish activities or groups sponsored by Saint Patrick's will have priority for use of the facilities.

As part of Saint Patrick's Parish Community service ministry, we are actively involved in activities that benefit all members of the Chadron community. Therefore, youth groups, basketball groups, scouts, etc., who use the facilities for meetings, practice and similar activities are not required to pay fees.

If abuse of the facilities and/or utilities occur, St. Patrick's Parish has the right to terminate any/all further use of the facilities.

Fees are not reduced or waived for non-profit groups who are using the facility for fund raising projects. Saint Patrick's Parish has sole discretion regarding usage fees.

The Parish Maintenance Supervisor is responsible for the care and supervision of the facilities. In case of a conflict the decision of the custodian (or pastor) is final.

All users agree to indemnify Saint Patrick's and its pastor and hold them harmless from any liability or claim for property damage or personal injury that occurs on the premises during the use of the premise.

Only the rooms rented are to be occupied. No Parish property will be removed from the premises without prior approval.

All rental fees must be paid prior to the activity.

A \$50 deposit must be made prior to the activity. Deposit will be returned when facility has been checked and approved by the Maintenance Supervisor. Damages incurred or missing items are the responsibility of the user. Cleaning supplies is available

See page 2 for usage rules. A checklist for cleaning is provided in rental agreement packet.

Alcohol, Tobacco and Weapons Policy

Alcohol:

Saint Patrick's is an alcohol free environment. Exceptions to this policy may be granted for the arena for individual events. Exceptions will only be granted if the alcohol use is controlled by and under the supervision of the Knights of Columbus.

Law enforcement agents are allowed to enter and/or examine the premises and activities.

Any abuse of this policy will result in the cessation of the use of alcoholic beverages and may result in the canceling of the event.

Tobacco:

The use of tobacco products is not permitted in any of the facilities of Saint Patrick's parish. This includes smokeless tobacco, cigarettes, cigars, pipes, vapors and electronic cigarettes.

Firearms and other weapons:

No firearms or weapons of any kind are permitted on the grounds or in any of the facilities of Saint Patrick's parish.

Free Use of Arena Saint Patrick's Parish

If free use of the Assumption Arena or the St. Patrick's Parish Center has been authorized:

Please use only the room or rooms that have been designated for your use.

The user agrees to indemnify Saint Patrick's Parish and its pastor and hold them harmless from any liability or claim or liability for property damage or personal injury that occurs on the premises during the use of the leased premises by the renter.

There will be cleaning supplies available to be used as determined by maintenance during walk-through.

Rules for those using any of the facilities:

1. Prior to use a walk-through with maintenance staff is required to insure proper use.
2. All tables and chairs will be set up, cleaned, and taken down by the user or the set-up fee will be charged. Unless otherwise directed by maintenance staff during walk-through.
3. Floors will be cleaned, vacuumed, or swept.
4. All garbage will be collected and placed in the dumpster.
5. All property is to be returned to proper location.
6. The kitchen area is to be cleaned thoroughly.
7. Restrooms must be thoroughly cleaned or the set-up fee will be charged.
8. The outside area shall be checked, trash picked up and put in the dumpster, and all personal property removed.
9. Chalkboards/white boards must be cleaned (wash with plain water and clean cloth).
10. Alcohol Use Policies (listed separately) are to be observed.
11. Turn off all lights and reset the Thermostat as determined during walk-through.
12. Close and lock all doors and windows.
13. No activities will be scheduled on Sunday prior to 12:00 PM.

(Signature)

(Facilities Coordinator)

Fees for the use of the facilities by non-profit groups:

(Non-profit groups include wedding parties, receptions, funerals (non-parishioner) and other similar activities.

Kitchen.....	\$100.00 per use (\$100 deposit)
Pine Room.....	\$50.00 per day
	\$25.00 for 1/2 day or less
Arena.....	\$250.00 per day
	\$115.00 for 1/2 day or less
	(\$100 deposit)
Non-parishioners.....	\$300.00 per day
	\$150.00 for 1/2 day or less
	(\$150 deposit)
Outside Area Rental.....	\$50.00
Set-up Fee.....	\$50.00
Media Room.....	\$8.00 per hour
Classroom.....	\$6.00 per hour, per room
Parish Center Kitchen.....	\$10.00 per hour

Fees for the use of the facilities by commercial or for profit groups:

Kitchen.....	\$175.00 per use (\$150 deposit)
Pine Room.....	\$75.00 per day
	\$50.00 for 1/2 day or less
Arena.....	\$350.00 per day
	\$200.00 for 1/2 day or less
	(\$150 deposit)
Outside Area Rental.....	\$100.00
Set-up Fee.....	\$100.00
Media Room.....	\$10.00 per hour
Classroom.....	\$8.00 per hour, per room
Parish Center Kitchen.....	\$20.00 per hour

Renters of the Assumption Arena are required to purchase liability insurance and, if applicable, alcohol liability insurance. Fees are as follows:
 Liability insurance - \$95.00/use (3-day limit)
 If you can show proof of insurance, you will not need to purchase it.
 Alcohol insurance - \$75.00