

Vernon Parish Arena District

Physical Address: 276 HM Stevens Blvd., Leesville, LA 71446

Mailing Address: PO Box 1548, Leesville, LA 71496

Police Jury Office: 337.238.0324

For more information and Arena rental, please call 337-238-0324 x. 2

Vernon Parish Arena District Rental Contract

Thank you for choosing the Vernon Parish Arena for your upcoming event. The rates listed herein are established by the board and cannot be altered by individual board members or staff.

Completed contract, payment, and proof of insurance are required before the event. Rental contracts must be signed and turned in a minimum of 24 hours prior to the event.

Event Rental Fees:

- Paid Spectator Events \$400.00 per day + 10% of gate receipts
- Other Events \$400.00 per day

The Arena is available for hourly rental for the following rates (*rental must be secured 24 hours prior*):

- Rental (no electricity) \$40.00 first 2 hours, \$20.00 per hour thereafter
- Hourly Rental (with electricity) \$50.00 first 2 hours, \$25.00 per hour thereafter

Date Requested/Time: _____

Gate Open for Set Up: _____

Organization Name: _____

Address: _____

Phone (day): _____ Phone (night or fax): _____

Contact Person: _____ Phone: _____

Event Name: _____

Rental Fees Due: \$ _____

Will admission be charged for you event? _____ Yes \$ _____ Amount _____ No

Attached copy of insurance? Yes **No**

The following terms and conditions are set forth to protect the interest of the Vernon Parish Arena District, the West Louisiana Forestry Festival Association, Inc., and the Vernon Parish Police Jury, their staffs, their families and those of the LESSEE. Failure to comply with any of the following terms without written consent of the Arena District Board will result in forfeiture

of all deposits, monies, and lease agreements. The Vernon Parish Arena District reserves the right to modify, alter and/or cancel any agreement with just cause if deemed necessary for the betterment of the Vernon Parish Arena District.

ARENA DISTRICT BOARD and LESSEE agree to the following terms and conditions:

1. **Lease Agreement:** A completed copy of this lease agreement between the LESSEE and the ARENA DISTRICT must be filled out in its entirety and signed by all parties. This agreement protects the ARENA DISTRICT and LESSEE from any potential double bookings and ensures the LESSEE of the event date. The lease agreement contains fees, terms and conditions, insurance requirements, licenses, and any other relevant policies that must be adhered to.
2. **Taxes:** If admission is charged, the LESSEE agrees to pay directly to the U.S. Collector of Internal Revenue any and all Federal Admission taxes and to the Collector of Revenue, the State of Louisiana, and to the Vernon Parish School Board Sales Tax Division all applicable taxes, which may be due or payable of such admission charge.
3. **Event Set Up:** LESEE is responsible for all set up and clean up for any events at the Vernon Parish Arena.
4. **Supplies:** ARENA DISTRICT agrees to provide to LESSEE any and all additional supplies currently available at the ARENA DISTRICT at no additional cost including, but not limited to, tables and chairs. Any additional supplies not readily available by the ARENA DISTRICT will be the sole responsibility of the LESSEE and must be approved by the ARENA DISTRICT prior to set up.
5. **Property damages:** Any and all damages to the ARENA, other than acts of God or through those caused by the LESSOR or any member of LESSOR'S staff, arising through the term of this agreement shall be the sole responsibility of the LESSEE. LESSEE further agrees to pay for the cost of repair or replacement of any property, facility, supplies, and/or equipment within the confines of the ARENA DISTRICT, damaged during said event. In the event that such damages occur, the ARENA DISTRICT shall provide LESSEE with a detailed billing and accounting for such damages at either replacement or repair cost within three (3) business days following the completion of said repairs. At such time will any due refunds from deposits be granted or invoice for repairs be sent to LESSEE. LESSEE shall not cause or permit any nails or other things to be driven into any portion of the building, nor any signs to be affixed to the exterior thereof, or cause or permit any changes, alterations, repairs, painting or staining or any part of the building or the furnishings thereof. LESSEE will not cause or put up any decorations without the consent of the ARENA DISTRICT. ARENA DISTRICT reserves the right at any time to require LESSEE to remove from the premises any animals, furniture, fixtures, wiring, exhibits, and other things placed therein without the consent of the ARENA DISTRICT.
6. **Licenses/Permits:** All necessary occupational licenses and/or permits are the sole responsibility of the LESSEE. LESSEE further agrees to provide the ARENA DISTRICT with all appropriate licenses and/or permits required by the governing authorities of the State, City, or

Parish within 48 hours of the event. Failure to produce appropriate license and/or permits within the allotted time period will forfeit any deposits made and render this contract null and void.

7. **Compliance:** LESSEE agrees to and will comply with all laws, ordinances, and regulations adopted and/or established by federal, state, and local governmental agencies. LESSEE furthermore agrees to require that its agents, employees and/or representatives also abide by said rules.

8. **Fire Codes:** LESSEE agrees to abide by all posted capacity guidelines as mandated by the Fire Marshall. Furthermore, in the event that pyrotechnics of any kind will be utilized, appropriate permits must be granted by local Fire Marshall as well as permission granted by the ARENA DISTRICT.

9. **Insurance:** Insurance for most events held within the ARENA DISTRICT shall be required. LESSEE agrees to provide at its sole expense, proof of comprehensive general liability insurance in the amount of one million dollars (\$1,000,000.00). LESSEE will provide said certificate of insurance to the ARENA DISTRICT prior to the event and agrees to name the **VERNON PARISH ARENA DISTRICT, the WEST LOUISIANA FORESTRY FESTIVAL ASSOCIATION, INC., THE LEESVILLE LIONS CLUB, and the VERNON PARISH POLICE JURY** as additional insured. It is the ARENA DISTRICT's sole discretion to determine if liability insurance will be required.

10. **Indemnity:** LESSEE agrees to indemnify, defend, and hold harmless the VERNON PARISH ARENA DISTRICT, the VERNON PARISH POLICE JURY, THE LEESVILLE LIONS CLUB, and the WEST LOUISIANA FORESTRY FESTIVAL ASSOCIATION, INC., its agents, directors, staff, and associates harmless from all demands, claims, suits, actions, or liabilities whatsoever from injuries or death to any persons or property damage or loss by LESSEE, Owner or any other parties howsoever caused, or occurring as a result of the conduct of LESSEE of the above activity. In addition, according to Louisiana Law, LESSEE agrees to the following "Warning" as provided by said Statute:

Warning, under Louisiana law, a farm animal activity sponsor or farm animal professional is not liable for an injury to or the death of a participant in a farm animal activity resulting from the inherent risks of the farm animal activity, pursuant to R.S. 9:2795.1.

-and-

Warning, under Louisiana law, an equine activity sponsor or equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities, pursuant to R.S. 9:2795.3.

11. **Lost and Found:** ARENA DISTRICT shall have the sole right to collect and retain custody of articles for proper disposal that are left by persons attending any performance, exhibition, or entertainment given or held on the premises. LESSEE further agrees to indemnify and hold ARENA DISTRICT harmless against any loss or liability for or on account of said articles left on premises.

12. **Right of Refusal:** ARENA DISTRICT retains the right to refuse service and booking to any and all persons, agents, or entities from entering into negotiations and/or property.

13. **Facility Control:** The ARENA DISTRICT does not relinquish and hereby retains the right to enforce all necessary rules and regulations for the good of the facility. LESSEE further agrees that at any time, duly authorized representatives of the ARENA DISTRICT may enter event/activity at any time for inspections and/or compliance and may do so without any restrictions whatsoever.

14. **Contract Alteration:** LESSEE agrees that at no time without the expressed written consent of the ARENA DISTRICT, may any alterations or amendments be made to the above mentioned Agreement. Any unapproved alterations made to this agreement will render it null and void. Any matter not herein expressly provided for, shall rest solely within the discretion of the Vernon Parish Arena District and the Vernon Parish Police Jury.

LESSEE Name (print)

ARENA DISTRICT Name (print)

LESSEE (Signature)

ARENA DISTRICT (Signature)

Date

Date