

THIS CONTRACT is between the City of Zanesville, herein referred to as the lessor, and _____ herein referred to as the lessee. Said parties hereby agree to the following rates and terms to be satisfied by the lessee for the use of Zanesville Secrest Auditorium as herein set forth and specified.

On _____ the Zanesville Secrest Auditorium shall be leased for the purpose of: _____

The lessee shall provide a minimum of two (2) licensed security personnel during the length of this agreement but not less than a minimum of four (4) hours. Payment for such services shall be made directly to the security personnel.

The lessee shall have completed and received an Admissions License # _____ where applicable. No contract shall be executed until this provision has been satisfied. This provision does not apply to Certified Non-Profit groups.

By signing this contract you also agree to having your event promoted on secrestauditorium.com

If the lessee will require technical assistance for the operation of sound or lighting equipment there shall be a charge on the per hour basis where applicable. **If Secrest Auditorium's Technical Staff will not be used for the event, Secrest must be provided with the name(s) of the stage technicians being used. An outline of technical requirements must be presented at least 30 days prior to the scheduled event.** Secrest management reserves the right to determine the size of technical staff needed to operate Secrest equipment.

The lessee is and shall assume therein all responsibility for all damages, and destruction of the property of the Auditorium during the period of the contract, done by their employees, or persons under their control, or themselves. Insurance is required as stated: Personal Injury and Property Damage amount of \$1,000,000.00.

SECRET AUDITORIUM LEASE AGREEMENT

EVENT: _____
CONTACT NAME: _____
DATE AND TIME OF EVENT: _____

AUDITORIUM RATE: \$1700.00/per day _____

REHEARSAL RATE: \$400/DAY _____

MAINTENANCE FEE: billed at \$15/hr and will be calculated on final invoice _____

STAGE TECHNICIANS and HOUSE STAGE MANAGER: billed at \$15/hr _____

AMOUNT DUE ON THIS CONTRACT: _____

LESS DEPOSIT RECEIVED: < _____ >

PARTIAL BALANCE DUE ON THIS CONTRACT: _____

***STAGE TECHNICIANS:** Stage technicians are \$15.00 per hour per technician. At least two technicians are required for any event to provide assistance with Secrest sound/lights and stage equipment.

****MAINTENANCE FEES:** A maintenance fee of \$15.00 per hour is applied to all events scheduling usage of the auditorium beyond regular business hours, which are Monday through Friday, 8:00 a.m. to 5:00 p.m.

*****ADDITIONAL CHARGES:** Charges will be applied for usage of other areas/items not requested at the time of the contract. Lessee to provide reimbursement of any unforeseen cost the auditorium pays on behalf of the Lessee event.

******ASCAP & BMI FEES:** Lessee agrees to pay for any ASCAP and/or BMI music fees the auditorium pays on behalf of the Lessee. Lessee must provide (2) programs of the show.

*******NOTICE:** Lessee is responsible for providing all contract rider requirements for this event. Lessee is also responsible for payments owed to businesses or services rendered such as hotels, catering, limo service, and etc. **Payments for such services cannot be paid out of ticket sales.**

NOTE: Total does not include additional charges. Please advise if additional days or change of hours is necessary.

Lessee/Title

Date

Secrest Mgr.

Date