



SPACE USE AGREEMENT

Organization /Contact Name _____
Address _____
State/Province _____ Zip/Postal Code _____
Cell Phone (_____) _____ Organization Website _____
Email Address _____

Is the applicant a member of Ahava? _____yes _____ no

THIS SPACE USE AGREEMENT is entered into by AHAVA CENTER FOR SPIRITUAL LIVING and _____ on _____.

1. The Agreement permits User to use the contracted Space at 168 Burt Road, Lexington, KY, only on the Event Date, during the hours specified below, and only for the purposes set forth below.

- a. Event and purpose for which Space is to be used:
- b. Room Name/s (see chart below): _____
- c. Event: _____
- d. Purpose: _____
- e. Start/End Time: _____
- f. One time use? _____ Weekly _____ Monthly _____
- g. User shall not have access to the Space at any time other than during Start/End Time hours on the Event Date, unless User receives prior permission from Ahava.
- h. Number of participants/guests _____
- i. Will tickets be sold to this event? _____ Yes _____ No
- j. Food/beverages? _____
- k. Any decorations must be approved by Ahava at least seven (7) days prior to the event. No nails or adhesives (including masking tape) are permitted.
- l. Music is permitted (however no Ahava instruments can be used- use of Ahava sound equipment must be arranged separately for an additional fee).
- m. Ahava is a spiritual community and those who use its facilities shall conduct themselves in an appropriate manner. Ahava reserves the right to remove any individual whose behavior causes concern or potential harm to others.



2. Fee Deposit: 50% of rental fee is requested upon execution of the Agreement for rentals over \$200. The Space shall not be considered reserved for User until the deposit or full fee is paid to Ahava; any tentative reservation of the Space by User may be canceled and the Space made available to other applicants. The remainder of the fee for the use of the Space is due in full at the time of the event. Failure to timely pay the remaining balance of the fee may result in the cancellation of the reservation and termination of this Agreement by Ahava. If this Agreement is completed closer to the date of usage (less than fifteen (15) days), the full fee will be due and payable upon execution of the Agreement.

Ongoing Use: An ongoing rental fee is to be paid by the 1st of each month.

3. Returned Check: There will be a \$30.00 fee for any returned check.

4. Condition of the Space: ALL food, beverage containers, and trash MUST be removed from the building at the end of the event. Clean-up is the responsibility of the User. There is a \$60 cleaning fee should the premises (inside and out) not be cleaned after the event. The space must be left in the condition in which it was found. The User and its guests are responsible for any damage to equipment, furniture, or property. The User shall reimburse Ahava for any damage within fourteen days (14) of the event. The User will not modify, change or alter Ahava property in any way.

5. Alcohol and Tobacco: Tobacco products and alcohol are not permitted.

6. Weapons: Absolutely no weapons of any kind are permitted on Ahava property.

7. Cancellation: If User cancels more than thirty (30) days before the scheduled use of the Space, the fee paid by User will be refunded. If User cancels seven (7) days prior to the scheduled use of the Space, User will forfeit fifty percent (50%) of the User Fee. If User cancels less than seven (7) days prior to the scheduled use of the Space, User will forfeit one hundred percent (100%) of the fee.

Should it be necessary to cancel the event, due to weather or other last minute situations, contact Ahava at 859-373-8910.

8. Event subcontractor and others: User shall provide the Guidelines to any Event subcontractor (including caterers and musicians) or volunteers participating in the Event on User's behalf and shall be responsible for compliance with the Guidelines by such providers and volunteers.



9. Indemnification: User indemnifies and holds harmless Ahava from any damages, actions, suits, or claims, or other costs (including any property, any injury, or death caused by the User's use of the Space, including any independent contractors or other agents (e.g. caterers, musicians, etc.) User shall notify Ahava of any damage, injury, or death of which it has knowledge, immediately by contacting the person whose name appears below and appropriate emergency or government officials.

10. Force Majeure/ Acts of God: In the case of extraordinary events beyond the control of Ahava and the User (e.g. earthquakes, floods), or other Acts of God, that prevents either party from fulfilling their obligations, neither party will be liable or under contract obligations during the time of the force majeure. Significant snowfall may be deemed an extraordinary event if acknowledged by local news stations.

11. Arbitration: Any disputes will be resolved following the guidelines set for by the Kentucky Uniform Arbitration Act.

RATES

Capacity	Room	Members	Non-members
10 -chairs in a circle	Small Meeting Room	\$10 per hour (\$60/day)	\$15 per hour (\$90/day)
15- table and chairs	Youth Room	\$10 per hour (\$60/day)	\$15 per hour (\$90/day)
45- flex space with kitchen	Community Room	\$15 per hour (2 hour minimum) or \$90 a day	\$20 per hour (2 hour minimum) or \$100 a day
100- chairs in rows or 80 chairs at tables or open room flex space	Sanctuary	\$25 per hour (2 hour minimum) or \$150 a day	\$35 per hour (2 hour minimum) or \$200 a day

This usage agreement is for the space(s) identified only. No personal services (e.g. stage crew, servers, etc.) are included.



Summary of Agreement Terms:

IN WITNESS WHEREOF the parties have caused this Agreement to be executed and signed as follows:

Ahava representative:

Print Name _____ Signature _____ Date _____

User:

Print Name _____ Signature _____ Date _____