



Nepal Education and Cultural Center (NECC) Facility (Barn and/or Tent and Outdoor Area Use Agreement

Rental Receipt #

Please Read Carefully and Sign and initial the Agreement:

Agreement Between: **NECC (11650 Snowden Farm Pkwy Germantown, Maryland 20876)** and

Name:

Mailing Address:

Contact Name:

Phone No:

Email:

Alternate Contact Name:

Phone No:

Event Name and Brief Description:

Expected number of persons attending:

Start and End Date:

Start and End Time:

(Start and end time includes set up and clean up times - also please indicate event beginning and ending time)

Amount Paid/Donated: Check: Cash: Security Deposit for 4 hour or longer event: \$200

Thank you for your donation !

[Property Use fee: 1 hour use: \$50, 4 hour use: \$175; users can use barn, tent or outdoor area during the reserved duration]

I/we have read carefully, understood and agreed to all the conditions stated above and on the reverse of this form.

User's Signature:

Date:

User's Signature:

Date:

Property Manager/NECC Official:

Date:

Property Maintenance Facilitator's name:

Rajendra Shrestha

For NECC Office Use Only

Property cleaned Y / N

Terms and Conditions

1. FACILITY & SAFETY

- a. NECC has not determined the facility fees for the barn yet because it is not fully functionable.
- b. Until fully renovated, if any party wants to use the barn then NECC and its members will not be responsible for any incident, accident inside and outside the Barn. Users should take all the safety wide responsibility during the time of the entire event.
- c. Donation is strongly recommended because NECC believes that each and every donation is incredibly valuable to renovate the Barn.
- d. Contract with the NECC can be disrupted or broken at any point of time if the NECC starts its renovation process for the Barn or other new construction process.
- e. Fire related activities are not allowed inside the Barn including candles.
- f. No loitering and Noise pollution.

2. **FACILITY HOURS:** 08:00 a.m. through 9:00 p.m. unless otherwise noted on the agreement.

3. **CAPACITY:** up to 30 people (inside the Barn)

4. **SET UP & CLEAN UP:** It is the responsibility of the Users to set up and clean up the facility (Community Hall, Parking Areas and the surrounding ground) after use during the time frame of the scheduled event.

These responsibilities include:

- a. Cleaning and neatly returning tables and chairs to their original location,
- b. Vacuuming, and Sweeping the floors, removing signage and decorations,
- c. Emptying trash bins and putting the trash in the bags tied together and put them close to the driveway is absolutely necessary.
- d. The Event Organizer also needs to bring the **Toilet paper, Paper Towels, Trash Bags and Cleaning products**, if the bathrooms inside the house will be used.

5. **ANNOUNCING YOUR EVENT:** The agreement must be signed and received by the Property Manager before the User may send the invitation, advertise or promote the scheduled event.

6. **SIGNS AND BANNERS:** The User is responsible for removing all signs and/or banners immediately after the event or labor charges for recreation personnel will be charged. Any damage to the property due to installation, display, or removal of signage is the responsibility of the User.

7. **ALCOHOLIC BEVERAGES and NON-VEGETARIAN FOOD:** Alcoholic Beverages and Non-Vegetarian Food are not allowed on the property. NO controlled substances, NO firearms, NO loitering allowed.

8. **PETS:** Pets must be leashed or contained. It is the responsibility of the pet owner to ensure the safety of all visitors on the complex. All sanitary needs for animals will be the sole responsibility of the User.

9. **PARKING AREAS:** Please note that we are working on maintaining designated permanent parking. Please do not block the house driveway, and other areas. The User will be responsible for working with utilizing the parking. NECC is not responsible for theft or damage incurred to vehicles parked on the ground. No parking on the sidewalks, Driveway and the entrance of the property is allowed during any event. Any damages that occur due to illegal parking will be the responsibility of the owner.

10. **SOUND SYSTEM:** The Barn wall is not soundproof. We recommend you don't use a sound system. If necessary, please keep the volume low at all times to avoid disturbance to neighbors.

11. **PERSONAL LOSSES AND DAMAGES:** NECC is not responsible for lost, damaged, or misplaced property placed in or on the facility or grounds. Furthermore, the User(s) agrees that NECC is released and discharged from all injuries or damage to persons or property that may be sustained arising out of the use or occupancy of the complex or the grounds cleanup must occur immediately after the completion of the scheduled event.

12. **INDEMNIFICATION:** The User agrees to indemnify, defend, and hold harmless the Nepal Education and Cultural Center and its officers, directors, agents, and employees from and against all demands, claims, and damages to persons or property, losses and liabilities, including reasonable attorney's fees, arising out of or caused by Group's or its attendees' negligence.

13. **IMPORTANT NOTICE:** Everyone attending events that take place in the facility should enjoy the atmosphere and respect the Mandir premises, deities and amenities. The NECC reserves the right to reject a party for any reason, and any circumstances.

Initial.....

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