

14. Maximum number of people allowed on the NLTHS Museum grounds during the event is 300 (three hundred).
15. No storage of items is allowed inside the Museum building.
16. Permittee agrees that rice, confetti, or plastic flower petals are not allowed due to environmental considerations. The use of birdseed allowed only by prior arrangement with the Museums Event Coordinator and is dependent upon environmental considerations at the time of the event.
17. There is absolutely NO SMOKING of cigarettes or cigars on the Gatekeeper’s Museum grounds. Smoking is ONLY permissible on the concrete walkway near the restrooms or in the museum parking lot. Cigarette butts must be disposed properly. Failure to comply will result in a fee charged to the permittee(s).
18. No vehicles longer than 21 feet are allowed on property at any time. This includes all vendors, caterers, etc.

To prevent damage to trees (root system, soil compaction, and bark damage):

- a) All trees shall be protected from any damage or harm
- b) No long term parking of any vehicles or trailer on unpaved areas of the park
- c) Single vehicles less than 26,000 lbs. gross vehicle weight rating (GVWR) are allowed to drive and park temporarily on unpaved surface when the surface is dry, to unload or load equipment and supplies.
- d) After loading or unloading, the vehicle less than 26,000 lbs. GVWR must be removed from unpaved area and parked on paved surface.
- e) Single vehicles greater than 26,000 lbs. GVWR are NOT allowed to drive or park off pavement at any time.

PROMOTIONAL USE OF PHOTOGRAPHS BY NLTHS

19. Permittee grants the NLTHS permission to photograph your event. Permittee understands these photos may be used for publicity purposes without compensation to Permittee. Permittee consents the NLTHS’s use of said photographs in promotional materials and publicity for the Museum and Historical Society. Permittee agrees the NLTHS retains ownership of these photos. To the extent that such claims may arise or exist, Permittee knowingly agrees to waive any and all claims against the NLTHS regarding the use of event photographs for publicity purposes.

REQUIRED DEPOSIT

20. Damage and Performance Deposit is due in the amount of \$2,000 at the time reservations are requested. The deposit is fully refundable if all conditions of this agreement are met. Cancellation of the event for violation of any conditions herein will result in forfeiture of deposit. (NOTE: This deposit is separate from rental prices below.)
21. Permittee agrees to pay the balance of fees and costs at least 30 (thirty) days before the event with completed application and proof of insurance coverage. There will be a \$50 per day late charge for late payments. Failure to supply payment and proof of coverage may result in cancellation of event and forfeiture of deposit. The Museum Staff is not responsible for sending reminders for venue payments; this responsibility is of the permittee.

Permittee(s): _____ & _____
 Initials Date Initials Date

SET UP/CLEAN UP TIME LIMITS AND VENDORS

- 33. Permittee agrees that park rental is for a maximum of 6 (six) hours. Additional hours may be added for a fee and must be discussed with the Museum's Event Coordinator prior to signing the contract.
- 34. **Wedding Events:** Set up for these events may begin as early as 8:30am the day of the wedding and **ALL** clean up, including tents, must be taken down by 8:30am the following morning.
- 35. Rental of grounds is available until 10:00 PM. All events must be cleaned up and vacated by 11:00 PM. If the site is not being used the following day, NLTHS may allow additional clean up time the following morning. Permittee **must** get advance approval from Museum Staff for this.
- 36. The Permittee may not make use of the property at any time prior to 8:30 AM on the day of the event.
- 36. Permittee and Permittee's caterer are responsible for removing all event-related garbage from the premises.
- 37. No set up of any kind is allowed on the Museum paved porch or stairs until after 5:00 PM unless previously allowed by the Museum's Events Coordinator.
- 38. Permittee is responsible for providing a complete list of vendors to the Museum at least 1 week (7 days) in advance of event. All vendors must have proof of liability insurance on file with the Museum.
- 39. All event vendors are required to follow the above conditions. It is the responsibility of the Permittee to provide these conditions for use to each vendor.

INSURANCE

- 40. It is an express condition of this permit, and Permittee agrees, that the NLTHS and its officers, agents and employees and the State of California, its officers, agents, employees and servants shall be free from any and all liabilities and claims for damages and/or suits for or by reason of any death or deaths of, or any injury or injuries to any person or persons or damages to property of any kind whatsoever, whether the person or property of Permittee, its agents or employees, or third persons, from any cause or causes whatsoever while in or upon said premises or any part thereof during the term of this permit, or occasioned by any occupancy or use of said premises or any activity carried on by Permittee in connection therewith; and Permittee hereby covenants and agrees to indemnify and to save harmless the State of California, its officers, agents and employees, and servants and the NLTHS, its officers, agents and employees from all liabilities, charges, expenses (including legal fees) and costs on account of or by reason of any such death or deaths, injury or injuries, liabilities, claims, suits or losses however occurring, or damage growing out of same.
- 41. The State of California and the NLTHS are to be named as additional insured in a certificate of liability insurance, which will cover the period of the permit.
 - 1. This policy must name the Insured as one of both of the parties signing this agreement.

Permittee(s): _____ & _____
Initials Date Initials Date

2019 Event Fees:

Wedding/Reception/Special Event
Mondays thru Thursdays: \$250/Hour
Fridays & Sundays: \$3,500 Flat Rate Fee
Saturdays: \$4,750 Flat Rate Fee

2020 Event Fees:

Wedding/Reception/Special Event
Monday thru Thursday: \$250/Hour
Friday & Sunday: \$4,000 Flat Rate Fee
Saturday: \$5,050 Flat Rate Fee

The deposit of \$2,000 will NOT be applied to total fees due. The deposit will only be returned after the event has occurred and all requirements of this contract have been met.

NOTE: All events must end at 10:00pm & premises must be vacated by 11:00pm

By signing here, Permittee agrees to the above terms and abides by all conditions stated above.

Date

Permittee / Insured

Date

Permittee / Insured

By North Lake Tahoe Historical Society:

Date

Museum Manager/Staff & Title

To be completed by NLTHS Museum Event Coordinator

Special Requests & Approvals:
