

(Last revised Mar 7, 2019)

## Lebanon Visitors Center Facility Use Agreement

This facility use agreement is made by and between the Lebanon Chamber of Commerce (“Chamber”) and “Licensee” as stated below.

In consideration of the mutual covenants and agreements and subject to the conditions herein stated, the Chamber hereby grants permission to Licensee, its authorized agents, employees and invitees, and Licensee hereby accepts said permission from the Chamber to use the facility described as the meeting room of the Lebanon Visitors’ Center for the period and purpose described on the attached “Reservation Contract.”

1. Licensee hereby represents that it has examined and knows the condition of the facility and accepts the facility “as is.”
2. Licensee agrees not to allow the facility to be used for any purpose that is unlawful, and agrees to comply with all the rules and regulations which the Chamber promulgates forthwith:
  - The Visitor’s Center may not be used for any purpose contrary to the stated mission of the Chamber.
  - Safety, occupancy, fire and other rules, regulations, and applicable ordinances must be complied with strictly.
  - Smoking is not permitted anywhere inside the Visitor’s Center.
  - Access to the Visitors’ Center will be as specified by the Chamber representative.
  - Individuals and groups must enter and leave the Visitors’ Center in an orderly and quiet manner causing no disturbances.
3. The Chamber reserves the right to cancel this agreement and the permissions herein granted if the Chamber determines that the Licensee’s intended use of the Visitors’ Center conflicts with any policy, rule, or regulation promulgated by the Chamber.
4. This agreement and permission herein granted may not be reassigned by the Licensee.
5. The Licensee shall be responsible for all acts of its agents, contractors, employees, guests, and invitees.
6. The Licensee hereby waives all claims of liabilities, losses, damages, and expenses (including attorney’s fees) it may now, or hereafter have against the Chamber for damages to person or property sustained by the Licensee resulting from use of the Visitors’ Center from any accident within the Visitors’ Center or resulting directly or indirectly from any act of the Licensee while using the Visitors’ Center.



# Lebanon Visitors Center Reservation Contract

Licensee \_\_\_\_\_

Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date/Time of Event: \_\_\_\_\_

Approximate number of people in attendance: \_\_\_\_\_

Description of Event:

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Facilities to be used:

Street Level Reception Room	_____	_____
	Yes	No

Basement Meeting Room	_____	_____
	Yes	No

Big Screen TV for projection	_____	_____
	Yes	No

Kitchen	_____	_____
	Yes	No

Will food be served?	_____	_____
	Yes	No