

FRONTIER *Texas!*

625 North First Street ★ Abilene, TX 79601 ★ Phone: 325.437.2800 ★ Fax: 325.437.2804

Facility Rental General Provisions

1. **Rental Rates (do not include access to exhibit areas):**

Run of Facilities (Parade Grounds, Pavilion, Lobby, Meeting Room and Plaza)

\$300.00 per hour (two hour minimum)

\$1,500.00 for 6 hour discount rate (1 hour free)

Parade Grounds and Frontier Pavilion (includes access to restrooms, not lobby):

\$150.00 per hour (two hour minimum)

\$750.00 for 6 hour discount rate (1 hour free)

Frontier Pavilion (includes access to restrooms, not lobby):

\$100.00 per hour (no minimum)

\$500.00 for 6 hour discount rate (1 hour free)

Lobby (includes access to restrooms):

\$125.00 per hour (two hour minimum)

\$625.00 for 6 hour discount rate (1 hour free)

Frontier Meeting Room:

\$50.00 per hour between 9:00 a.m. and 6:00 p.m.

\$100.00 per hour 6:00 p.m. and midnight

Buffalo Plaza (includes no access to building):

\$100.00 per hour (no minimum)

2. Rentals include tables and chairs for up to 100 people. Frontier Texas! makes these available as requested but is not be responsible for setup or removal of any equipment. If you request set up and removal of tables and chairs, Frontier Texas! can provide this service to you for \$15.00 dollars per hour per person (2 person minimum).

3. Events may not start until 6:00 p.m. on Monday – Saturday and 5:00 p.m. on Sunday. Set up is allowed at earlier times upon approval of Frontier Texas!. The time of rental begins at the time that renter takes possession of the facility, which includes set-up time. Renter is responsible for all clean-up, which consists of clearing all debris from site of rental, wiping down tables and chairs, and removal of trash.

4. **Deposit of 50% is required for secure reservations.** If rental is cancelled after deposit is paid, a fee of 50% of total rental will be assessed. Damage/Cleaning fee of 25% of total rental will be kept if facility is left in an unsatisfactory condition. A damage/cleaning fee deposit of 25% of total rental shall be posted by lessee at the time of rental. The deposit will be held and returned within 10 days after the rental date if all house rules are met. In the event lessee fails to return the building to the EXACT condition before renting, the deposit will not be refunded. If damages exceed 25% of the total rental, expenses will be incurred by the lessee.

5. **Lessee is prohibited from marring the premises by the use of tape, thumbtacks, nails or markings affixed to any of the structures of Frontier Texas!.** No use of confetti of any type is allowed. If candles are to be used they must be kept in a self-contained container at all times to prevent spillage onto furniture or flooring.

6. **Food and drinks must be supplied by a caterer licensed by the City of Abilene.** Frontier Texas! does not have a catering kitchen. Caterers must confirm logistics with Frontier Texas! staff.

7. **If alcoholic beverages are served at any function Frontier Texas! must be notified at the time of lease signing.** Server must prominently display alcohol permit. Lessee is responsible for obtaining all permits from the TABC. Frontier Texas! cannot perform this for the lessee. The lessee and/or server is also responsible for hiring a security guard from a reputable security firm to be on premises at all times during the rental. Lessee is responsible for all costs incurred for security. Outside alcohol brought onto property without consent will constitute expulsion with no refund of monies due.

8. Lessee has no authority to transfer or assign this lease or the privileges granted by it without the express written consent and permission of Frontier Texas!.

9. Frontier Texas! is designated as a **non-smoking facility.**

Event Information

Date of Event: _____

Event Name: _____

Client Name: _____

Address: _____

Phone: (Day) _____ (Night) _____ (Cell) _____

Email Address: _____

Requested: Pavilion: _____ Parade Grounds & Pavilion: _____

Lobby: _____ Meeting Room: _____

Tent: _____

Number of tables requested & type: _____

Number of chairs requested: _____ (100 maximum)

Event Begins: _____

Event Ends:(including clean up) _____

Requested Set up Time: _____

Approximate Number of Guests: _____

Will food be served? No Yes, Caterer: _____

Will alcohol be served? No Yes, Server: _____

If you plan to have a bar or cash bar, server must prominently display alcohol permit and security must be present.

Exhibits open? No Yes (Exhibits will only be open after hours with a minimum admission guarantee)

Group ticket rate: \$ _____/person Number of exhibit admissions expected: _____

Facility Rental Fee Schedule

Run of Facilities (Parade Grounds, Pavilion, Lobby, Meeting Room and Plaza)

Rental: _____ Hours at _____ /Hour = \$ _____

Parade Grounds and Frontier Pavilion (includes access to restrooms, not lobby):

Rental: _____ Hours at _____ /Hour = \$ _____

Frontier Pavilion (includes access to restrooms, not lobby):

Rental: _____ Hours at _____ /Hour = \$ _____

Lobby (includes access to restrooms):

Rental: _____ Hours at _____ /Hour = \$ _____

Frontier Meeting Room:

Rental: _____ Hours at _____ /Hour = \$ _____

Buffalo Plaza (includes no access to building):

Rental: _____ Hours at _____ /Hour = \$ _____

Tent Rental (if Frontier Texas! is handling the rental): Size _____ = \$ _____

Exhibit Tours _____ People at \$ _____ /Head = \$ _____

Set Up and Take Down _____ Hours at \$ _____ = \$ _____

Total Fees: \$ _____

50% Deposit (due at signing of contract) \$ _____ Paid: _____

Damage/Cleaning Deposit \$ _____ Paid: _____

Additional Charges (as detailed above) \$ _____ Paid: _____

Balance Due (10 days prior to event) \$ _____ Paid: _____

This fee schedule approved by: _____ *Date:* _____

Frontier Texas!, Inc.
Facility Rental Agreement

This facility agreement is made and entered into this _____ day of _____
by and between Frontier Texas!, and _____ (Lessee).

Upon terms and conditions herein expressed and in consideration of the covenants and agreements herein expresses:

1. Frontier Texas! Hereby grants unto Lessee the right to use and occupy the pavilion/pavilion and parade ground, Frontier Lobby, Frontier Meeting room for the purpose of _____ for no other purpose without the written consent of Frontier Texas! for a term commencing at _____ o'clock __M on the _____ day of _____, _____ hereinafter called the "Leasing Date", and terminating at _____ on the day of _____.
2. Lessee hereby agrees to pay to Frontier Texas! the sum of _____ dollars, half due at signing _____, plus 25% cleaning deposit _____.
3. Frontier Texas! agrees to deposit with Frontier Texas! one-half of total rentals as deposit for rental of the above location.
4. _____ which represents one-half of total rental expense which will be credited towards the total cost of the rental expense. Upon the fulfillment of this agreement on the leasing date, one quarter of the total rental expense _____ shall serve as liquidated damages, if any, but Frontier Texas! shall not be precluded from further claims for the actual cost of repairing any injury or damage which may be done to the building, fixtures, furniture or furnishings.
5. Frontier Texas! reserves the right at all times to control the ushers, gate men, ticket takers and all other employees of Lessee and the right to remove from the premises any and all such employed persons of Lessee and the right to eject any objectionable person or persons from the premises. In the event of this exercise of this authority, Lessee hereby waives any and all claims for damages against Frontier Texas!, its officers and employees on account thereof.

6. In case the premises or the building of which such premises are a part shall be destroyed or damaged by fire or other cause, or if any other casualty or unforeseen occurrence or other causes shall render the fulfillment of this agreement by Frontier Texas! impossible, then the term of this agreement shall end, and Lessee shall be liable to pay rent only up to the time of such termination and lessee hereby waives and releases any claim for damage or compensation on account of such termination.
7. Frontier Texas! shall have the right at any time to enter any portion of the premises for any purpose whatsoever.
8. Lessee agrees to release and hold Frontier Texas! harmless from all claims and liability for damages to any person or persons for injuries to any person or property occasioned by or in connection with the use of the premises caused by any source whatsoever. Lessee hereby assumes full responsibility for the character, acts or conduct of all persons admitted to the premises or to any portion of the premises by Lessee, its agent, employees or other representatives.
9. Lessee shall not bring or permit anyone to bring into said premises or keep therein anything which will increase the fire hazard or the rate of insurance on the building or any property therein. No decorations shall be put up without the consent of Frontier Texas!. Frontier Texas! reserves the right at any time to require Lessee to remove from the premises any furniture, fixtures, wiring, exhibits or other items placed therein without the consent of Frontier Texas!.
10. Frontier Texas! does not permit any nails or other things to be driven into any portion of the building, nor shall any signs be affixed to the exterior. No changes, alterations, repairs, painting or staining of any part of the building or the furnishings or equipment thereof shall be permitted nor shall anything be done which will damage or change the finish or appearance of the building or the furnishings thereof. Lessee shall pay the cost of repairing all injury or damage which is done to the building, fixtures, furniture or furnishings thereof by Lessee, its agents, servants, employees or anyone present on the premises upon the invitation of Lessee including the patrons of the event or function taking place therein. It is expressly agree that the Executive Director of Frontier Texas! shall determine whether any such damage has been done, the amount thereof and the reasonable cost of repairing same and whether the damage is the responsibility of Lessee. The decision of the Executive Director of Frontier Texas! is final unless, within 10 days after said decision Lessee gives

written notice to appeal same. Such notice shall state fully the particulars and grounds of said appeal.

11. If the Lessee shall fail for any reason to take possession of or use the premises without the written consent of Frontier Texas! no refund shall be made and any payment made to Frontier Texas! shall be retained and the full rental expense called for in this agreement shall be due and payable to Frontier Texas!

12. Lessee agrees to notify Frontier Texas! when consumption of alcoholic beverages is desired. Such service or consumption must comply with the laws of the State of Texas and the City of Abilene regulating the sale and use of alcoholic beverages. Lessee must provide security from a reputable Security company to be on premises during duration of rental.

13. Lessee shall comply with all laws of the United States and the State of Texas, all ordinances of the City of Abilene and all rules and requirements of the Police and Fire Departments and will obtain and pay for all necessary permits and licenses. Lessee will not do or suffer to be done on the premises anything which is in violation of any such law ordinance, rule or requirement.

14. Lessee shall not admit to the premises a larger number or persons than the stated capacity.

AGREEMENT SIGNED BY:

On behalf of Frontier Texas!, Inc.

On behalf of Lessee

Signature

Signature

Printed Name

Printed Name

Date

Date