



# Walker River Paiute Tribe

1022 Hospital Road • P.O. Box 220 • Schurz, Nevada 89427

Telephone: (775) 773-2306

Fax: (775) 773-2585

## FACILITY RENTAL AGREEMENT

Initial \_\_\_\_\_

1. ALL fees will be paid prior to the event payable to the Walker River Paiute Tribal Finance Office.

Initial \_\_\_\_\_

2. Receipt must be attached with completed application before a key is given.

Initial \_\_\_\_\_

3. Renter is responsible for picking up Community Center key and returning the key the next business day.

Initial \_\_\_\_\_

4. If Renter has an outstanding balance with the Walker River Paiute Tribe Community Water & Sewer Department without a current Payback Agreement, Renter cannot rent any Tribal facilities, including but not limited to the pool, conference room, gym, and community center.

Initial \_\_\_\_\_

5. A final inspection of facility will be completed -- if no problems are found during the inspection, a check will be processed for the deposit to be refunded. However, if any damage occurs to the Facility, or if any repairs or replacements need to be made to the Facility as a result of Renter's use of the facility, Renter shall pay for any such damage, repairs, or replacements upon demand by the Tribe, as well as termination from further rental.

Initial \_\_\_\_\_

6. Absolutely NO nails or staples are to be used on the walls.

Initial \_\_\_\_\_

7. **ANY TRIBAL EVENT OR FUNERAL WILL TAKE PRECEDENT.**

Initial \_\_\_\_\_

8. **THE FACILITY AND AREAS AROUND IT ARE ALCOHOL AND DRUG FREE ZONES.**

Initial \_\_\_\_\_

9. Cleaning supplies will be provided for renter's use, if all supplies are not accounted for renter will not receive deposit back.

Initial \_\_\_\_\_

10. All areas must be cleaned, swept, and mopped. All trash must be emptied in the trash cans outside. If you are utilizing the kitchen, the sink must be cleaned, pots & pans cleaned, ovens cleaned, refrigerator cleaned & emptied, counter tops wiped, cleaned & disinfected, trash emptied in the trash cans outside, and floor swept & mopped. Restrooms mopped, trash emptied and lights turned off. Any and all problems or issues must be reported ASAP to the Tribe.



# Walker River Paiute Tribe

## FACILITY RENTAL AGREEMENT

Name:	Program:	Date:
Mailing Address:	City:	State: Zip:
Telephone #:	Alternative phone #:	

Facility Requesting: <b>(\$25 Rental Fee per day) Plus (\$25 Deposit)</b>		
<input type="checkbox"/> Community Center <input type="checkbox"/> Administration Conference Room		
Event Date:	Start Time:	End Time:
Event Description:		
Event Profit Generated? <b>YES</b> or <b>NO</b>		
Event Exempted from fees? <b>YES</b> or <b>NO</b>		

*\*The above facilities are Alcohol and Drug Free areas. If any persons are caught with Alcohol or Drugs within the facilities or areas, they will be prosecuted per Law and Order Code. If any alcohol containers or drug related items are found on premises person's name on rental agreement form will be held accountable and terminated from further rental. \**

<b>Date</b>	<b>Lessee Print Name</b>	<b>Lessee Signature</b>

OFFICE USE ONLY	
<b>DATE</b>	<b>TRIBAL REPRESENTATIVE</b>
Key Issued #	Date:
Key Returned #	Date:



# Walker River Paiute Tribe

## CHECK-IN INSPECTION

<b>Kitchen</b>				<b>Garbage Cans</b>					
Clean	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Trash emptied	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Sinks cleaned	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Comment:				
Floor swept & moped	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No					
Comment:									
<b>Restrooms</b>				<b>Floor</b>					
Ladies Clean trash picked up	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Swept & clean	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Men Clean trash picked up	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Comment:				
Comment:									
<b>Walk-Ins</b>									
Clean	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No					
Comment:									

Misc. Comments:

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<b>Lessee Signature</b>	<b>Date</b>
<b>Tribal Representative</b>	<b>Date</b>



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Walker River Paiute Tribe

**CHECK-OUT INSPECTION**

<b>Kitchen</b>				<b>Garbage Cans</b>					
<i>Clean</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<i>Trash emptied</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<i>Sink cleaned</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<i>Comment:</i>				
<i>Floor swept &amp; moped</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No					
<i>Comment:</i>									
<b>Restrooms</b>				<b>Floor</b>					
<i>Ladies Clean trash picked up</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<i>Swept &amp; clean</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<i>Men Clean trash picked up</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<i>Comment:</i>				
<i>Comment:</i>									
<b>Walk-In</b>									
<i>Clean</i>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No					
<i>Comment:</i>									

<b>Lessee Signature</b>	<b>Date</b>
<b>Tribal Representative</b>	<b>Date</b>