



302 West Third Avenue • Warren, PA 16365

February 2, 2010

Warren County School District
185 Hospital Drive
North Warren, PA 16365

CONTRACT

This is to confirm that the Warren County School District will lease the Struthers Library Theatre from Sunday March 21, 2010 through Sunday March 28, 2010 for rehearsals and performances of the school district's all-county Jr. musical.

The rental is \$3,700.00. A non-refundable deposit of \$100.00 is required to secure these dates upon execution of this contract.

The Trustees of the Theatre may require a trained technical director to be present in the theatre. Please contact Jordan Spencer, Facility Manager at 814-723-7231 for information about what your technical needs might be, or you can provide other experienced technicians for your event. If you provide your own technicians they must be approved by the Theatre as to their knowledge of our systems. Minimal technical requirements may not call for a technician. Complicated use of the stage lighting, sound equipment, rigging, and other equipment will require an experienced technical director. The technical director may decide that your event requires additional professional backstage and technical crew. Should this be the situation, those crewmembers' fees will be your responsibility.

ADDITIONAL INFORMATION

Concessions: The Struthers Library Theatre may sell refreshments or other items, as well as promote donations at any time. Proceeds from these activities will benefit theatre renovations and general operations. Sponsoring groups may not sell any food or drink. No food or drink may be taken into the theatre auditorium.

Supervision: Events that cater to children or teens require that the sponsoring organization provide security. Four adults or security guards are the minimum required for each performance.

Clean Up: If special clean up is required, a commercial charge will be made reflecting the extra work.



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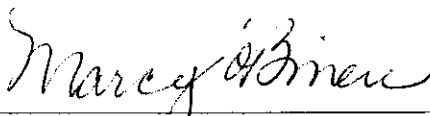
Decorations: Decorations (bunting, signs, flags, etc.) will be confined to the auditorium stage. Absolutely nothing may be affixed to the walls of the auditorium, balcony, mezzanine, or lobby.

House Management and Box Office: Each organization is required to supply either paid staff or volunteers to handle ticket sales and ushers. If Struthers Library Theatre handles this service, an additional \$150.00 fee is required.

Insurance: The Trustees of the building require each organization renting or using the theatre to obtain Comprehensive General Liability Insurance in the amount of \$500,000.00 and to submit a certificate of proof before rehearsal/performance date **listing the Struthers Library Theatre Building as additional insured.** The certificate should also include the clause: "To the fullest extent of the Law, Renter shall indemnify, defend and hold harmless the Owner, agents and employees from and against claims, damages, losses and expenses including, but not limited to, attorney's fees arising out of or resulting from Renter's use of the building and/or grounds." The Trustees also require a thirty-day written notice of any cancellation of the user organization's policy.

Please sign and return a copy of this contract, which will signify your acceptance of the rental agreement.

Thank you.


Marcy O'Brien, Executive Director
For the Trustees

Accepted by:

Warren County School District

Date: _____

If you have any questions, please contact the Theatre office, 814-723-7231.