

SHOSHONE ROSE

CASINO & HOTEL

HEREFORD~SHOYO CONFERENCE ROOM RENTAL AGREEMENT

This Room Rental Agreement is made between **Shoshone Rose Casino & Hotel** and the undersigned for the use of the Hereford~Shoyo Conference Room as described below.

EVENT DETAILS:

Client Name: _____
Organization (if applicable): _____
Address: _____
Phone: _____ **Email:** _____
Event Date: _____
Event Type: _____
Event Time: From _____ To _____
Estimated Attendance: _____

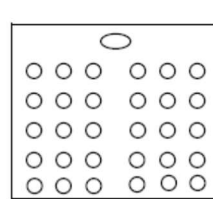
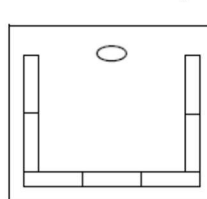
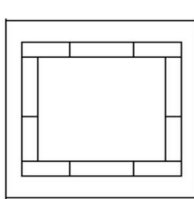
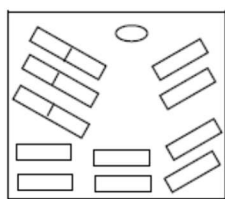
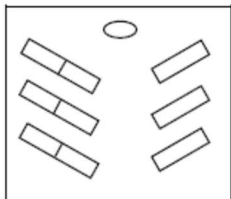
ROOM RENTAL FEES:

- **Room Rental Rate:**
 - \$300.00 for four (4) hours
 - \$500.00 for eight (8) hours
- **Deposit Amount:** \$250 (required to reserve the room)
- **Final Payment Due:** Two (2) weeks prior to event date
- **Food & Beverage:**
 - Attach menu selections

ROOM SET UP:

Head table for _____ Instructor table for _____ Podium

Chevron Classroom Conference U-Shape Theater



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ADDITIONAL ITEMS:

√ Check where applicable →	Flat Rate Fee
<input type="checkbox"/> LCD Projector/screen	\$25.00
<input type="checkbox"/> Laptop computer	\$25.00
<input type="checkbox"/> T-1 Internet Connection	\$25.00
<input type="checkbox"/> 27" Color TV	\$25.00
<input type="checkbox"/> Overhead Projector/Screen	\$50.00
<input type="checkbox"/> Flipchart	\$15.00
<input type="checkbox"/> Phone Line (local)	\$20.00
<input type="checkbox"/> Podium	\$20.00
<input type="checkbox"/> White/chalk board	\$15.00

TERMS AND CONDITIONS

- Room Capacity:**
- Deposit & Payment:**

A deposit is required to confirm the reservation. The final payment of the remaining balance is due **no later than two (2) weeks prior to the event**. Failure to make final payment by this date will result in cancellation of the event, and both the deposit and room reservation will be forfeited.
- Cancellation Policy:**
 - **Cancellations must be made through email by the individual that signed the contract.**
 - If cancellation occurs **more than two (2) weeks prior** to the scheduled event date, **50% of the deposit will be refunded.**
 - If cancellation occurs **within two (2) weeks of the event date, the deposit is non-refundable.**
- Use of Space:**

The Client agrees to use the event room only for the purpose stated above and to comply with all Casino policies, regulations, and applicable laws.
- Damages:**

The Client is responsible for any damage to Casino property caused by their guests, vendors, or affiliates.
- Food and Beverage:**

All food and beverage must be purchased through Shoshone Rose Casino. No outside

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food or beverages are permitted unless prior written approval is granted by Casino management.

7. **Indemnification:**

The Client agrees to indemnify and hold harmless Shoshone Rose Casino, its officers, employees, and agents from any claims, losses, or damages arising out of or related to the event.

8. **Entire Agreement:**

This Agreement constitutes the entire understanding between the parties and may only be amended in writing signed by both parties.

ACKNOWLEDGEMENT AND SIGNATURES

Client Signature: _____

Date: _____

Casino Representative: _____

Date: _____