CHATFIELD COLLEGE
PERMIT AGREEMENT

By and between Chatfield College, an Ohio corporation not-for-profit, with offices at 20918 State Route 251; St. Martin, OH (hereafter "College") and Name_____, (hereafter "Permitee")
Organization_____, Address_____,
City_____, State_____, Zip Code_____, Phone _____, Email Address _____.

1. Facilities. College hereby agrees to provide Permitee the use of the following facilities, pursuant to the terms of this permit:

_____The Mongan Academic Building: The Commons/Classrooms _____Classroom #_____

_____The Castellini Foundation Boardroom

For the event (hereafter "Event") as herein described: _____

_____

2. Terms. Permitee shall have the use of the above-described facilities from _____a.m./p.m. until _____a.m./p.m. on _____.

3. Use of Facilities. The facilities are to be used by Permitee solely for the Event. Permitee is solely responsible for any damages incurred to the contents and structures of Chatfield College and/or The Ursulines of Brown County.

CHATFIELD COLLEGE IS A SMOKE FREE INSTITUTION, and Permitee agrees to adhere to and enforce this policy.

4. Rent and Other Charges. Permitee shall pay the following for use of the above facilities:

Rental $_____
Security Deposit $_____

All deposits are due at the time of booking. The rental fee is due 30 days prior to the Event.

5. Materials. The following materials shall be supplied by the College: _____

_____

6. Certificate of Insurance. Permitee agrees to procure and maintain any and all insurance coverages requested under this Permit covering all individuals acting under the direction and at the instruction of Permitee during the Event. The amount of such insurance shall be no less than $1,000,000 per occurrence/$3,000,000 aggregate. Permitee agrees to add Chatfield College and the Ursulines of Brown County as an additional insured on any and all policies, at Permitee's sole cost and to provide a certificate of insurance at least 30 days prior to the event.

7. Permitee covenants and agrees to indemnify and save harmless the College, the Ursulines of Brown County and their respective officers, directors, trustees, members, employees, agents and assigns from any and all claims, demands, actions, and causes of actions which may be made or filed against the College and the Ursulines of Brown County as a result of any injuries to persons or property arising out of any and all acts or omissions of Permitee, its agents, servants, and employees and said indemnity shall also include, but not be exclusive of, expenses and attorneys' fees that may be incurred by the College as a result of the aforedescribed acts or omissions.

Chatfield College_____ Date _____
By:

Permitee _____Date _____
By:

Please return one copy of the Permit with a check for the rental fee and security deposit to: Susan Byrnside, Accountant; Chatfield College; 20918 State Route 251;St. Martin, OH 45118.