

**Month-to-Month Agreement for Use of the  
Nevada City I.O.O.F. Dance Hall  
212 Spring Street, Nevada City, CA 95959**

Date \_\_\_\_\_ Effective Date \_\_\_\_\_

Name of Responsible Party. \_\_\_\_\_ This party supplies insurance per below and is the liaison\* with the rental agent.

Organization \_\_\_\_\_

Address: \_\_\_\_\_

Phone \_\_\_\_\_ e-mail \_\_\_\_\_

Name / contact info for Additional Contacts \_\_\_\_\_

Day(s) of Use \_\_\_\_\_ Times of Use \_\_\_\_\_

Lessee has one half hour before and after class hours above for put in and take out. #

Purpose of Use \_\_\_\_\_

Approximate Number of People Expected to Attend \_\_\_\_\_

Rent per Session is \_\_\_\_\_ to be paid by the 1st of each month, in advance, by check, money order, Paypal, or Venmo. Checks are payable to Oustomah Lodge #16, mailed to PO Box 428, Nevada City, CA 95959.

Tenant (responsible party above) shall provide a certificate of General Liability insurance in the amount of \$1 million, naming Oustomah Lodge #16 as an additional insured.

Name of Carrier \_\_\_\_\_ Policy Number \_\_\_\_\_

This agreement may be cancelled by either party with 30 days notice. There are no penalties for cancellation.

Oustomah # 16 reserves the right to pre-empt up to four classes per year beginning January 1 of each year and will give 45 days notice of any pre-emption. Building closure for emergency repairs or other timely repairs does not count as a pre-emption.

Rental Committee Contact: \_\_\_\_\_

**The foregoing contract and the attached Rules and Guidelines constitute the entire agreement between the parties.**

Signature of Responsible party \_\_\_\_\_ Date \_\_\_\_\_

Signature of Rental agent \_\_\_\_\_ Date \_\_\_\_\_

Signature of Treasurer \_\_\_\_\_ Date \_\_\_\_\_

Signature of 2nd Lodge Officer \_\_\_\_\_ Date \_\_\_\_\_

Approved by Oustomah Lodge #16 on \_\_\_\_\_

\*The liaison is the class representative who communicates with the rental agent.

# The rental agent or any designated person from Oustomah # 16 may observe classes to determine that the rules and guidelines are being observed.

May 2024 RH