

4021 W. Hwy 22
Corsicana, TX 75110
(903) 872-7600
FAX (903) 872-0800
ncec@att.net

Concert Contract

I. Rates: Please call for rates- 903-872-7600

	Rental Rate	Deposit (Refundable)
Indoor Arena	/ day (8:00 am – 2:00 am)	
Outdoor Arena	/day	
Small Vernon Room	/day	
Concession Stand	/day your use /day provided	
Early set up		
Late clean up		
RV Hook Ups (Water & Electricity)	/day / 6 days / 7 days	
Dump		
Security	/hr/officer no alcohol /hr/officer alcohol	

II. Reservations and Fees:

1. Checks returned for any reason will be charged \$25.00
2. No rental is recognized with a paid deposit and a signed contract on file with the NCEC Office.
3. Cancellation of a reservation less than 6 months prior to the rental will result in a forfeiture of \$150.00/reserved day of the deposit.
4. All other fees must be paid on/or before the rental date except RV hookups, which must be paid prior to the lessee leaving the NCEC. The lessee is responsible for all RV hookup fees.
5. Rental rates and fees are subject to an annual adjustment of 3-5 % annually. Rate/fee increases will be voted on in July.

LESSEE INITIALS _____ DATE _____

III. Rules:

1. **Early Set Up/Use:** Lessee may set up after 4:00 pm the day prior to the lease with no additional charge. But, setting up prior to the 4:00 pm set up time or use of the Indoor Arena the night before the lease requires an Early Set Up/Use fee.
2. **Late Clean Up:** Lessee must have the NCEC clean and all belongings removed from the NCEC by 12:00 noon the day following the lease. Late clean up will require a Late Clean Up Fee.
3. **Cleaning:** Clean all areas of Navarro County Exposition Center prior to leaving following the lease. This includes the concession stand (if leased), restrooms, and the grounds (inside and outside). Trash barrels should be emptied into large dumpsters. The deposit will be refunded upon inspection. If lessee does not clean up, the cost of cleaning will be charged and subtracted from the deposit. The balance of the deposit will be refunded. Deposits will not be returned until the facility has been inspected.
4. **Damage:** Please remember that lessee is responsible for any damage incurred while lessee is utilizing the NCEC and will be billed accordingly. Inspect the facility and report any areas of concern or damages to the NCEC prior to lessee's use.
5. **Arrangements:** Lessee is responsible for contacting the NCEC four (4) weeks prior to the lease regarding any set up requests. The NCEC does not guarantee any arrangements unless it is in writing and signed by an NCEC representative.
6. **Alcoholic Beverages:** With regard to the serving or consumption of alcoholic beverages at the center, the Navarro County Exposition Center requires all renters and/or users of the premises who plan on serving or consuming alcoholic beverages to do so in compliance with the laws and statutes of the State of Texas as controlled, monitored and enforced by the Texas Alcohol Beverage Commission. In addition, specifically, **no alcoholic beverage will be SOLD to any individual on the center's premises and no alcoholic beverage will be served to or consumed by any minor on the premises, regardless of parental consent.**
7. **Security:** Security by Certified Peace Officers is REQUIRED for concerts. The security officers will be employed by the Navarro County Sheriffs Department. The NCEC management will determine the number of required security officers. The rate will be \$25/officer/hour for events serving alcohol and \$25/officer/hour for events not serving alcohol with a 4-hour minimum. The security officer will be authorized to terminate a function at any point that he/she determines it necessary. (There will be no return of any portion of the rental fee if this occurs.) If additional security officers must be called in the lessee will be responsible for the additional charges.
8. **Liability Insurance:** The Navarro County Exposition Center will require any Lessee and/or user of the premises to obtain and provide the center's manager with a copy of a liability insurance policy effective during the time the center is leased or used for a meeting or event. The policy, which will be in addition to the center's permanent liability insurance policy, will hold harmless the center, it's directors and officers, it's manager, and/or any other associate of the center. Lessee agrees to indemnify Lessor from any and all claims for damages or injury to persons or property as a result of Lessee occupancy and use of leased facility. Lessee agrees to provide prior to occupation of the facilities a public liability insurance policy in which both Lessee and Lessor are named as insured of an acceptable certificate of insurance with a minimum policy limit of \$100,000.00 combined single limits. The terms of coverage are to coincide with the dates of this agreement, including move in and move out dates.
9. **Liability:** The Navarro County Exposition Center is not responsible for any accidents or injuries to persons or property.
10. **Laws:** All Federal, State and Local laws must be adhered to; violation of laws will cancel the lease and forfeit all deposits.
11. **Permits:** It is the sole responsibility of the lessee to inquire and acquire proper permits from the City of Corsicana and Navarro County.
12. **Right to Refuse:** The Navarro County Exposition Center or designee has the right to refuse lease if the proposed event conflicts with scheduled events or if the proposed use is perceived to be physically detrimental to the facility.
13. **Right to Terminate:** The NCEC retains the right to terminate an event at any time if the NCEC management or representative deems the event to be physically detrimental to the NCEC facilities or endangering individuals on the premises. The rental fee will not be refunded if the event is terminated prior to completion.

IV. Forfeiture Deposits:

- 1. Forfeiture of the deposit can occur if there is an infraction of any item listed under **III. Rules.**

V. Lessee Information:

Statement of Certification

I, _____ certify that I have read and agree to abide by the terms of this contract

RENTAL DATE(S): _____

TIME OF EVENT: _____

NAME OF LESSEE: _____

ADDRESS: _____

PHONE: _____

E-MAIL ADDRESS: _____

DRIVERS LICENSES NUMBER: _____

* Photocopy of drivers license required

NCEC Lessee

NCEC Representative

Date

Date

Navarro County Exposition Center

Concert Lease Worksheet

Rental Date(s): _____

Name: _____

Type of Event: _____

Time of Event: _____

Deposits:	Date Received/Sent	Check or CR#	Amount	NCEC Initials
Indoor Arena				
Outdoor Arena				
Small Vernon Room				
Deposit Returned				

Lease:	Days	Rate	Date Received	Check or CR #	Amount	NECE Initials
Indoor Arena						
Outdoor Arena						
Small Vernon Room						
Early Set Up/Use						
Late Clean Up						

Concession Stand:	Days	Rate	Date Received	Check or CR#	Amount	NCEC Initials
Rented						
Provided *						

* NCEC does not provide the concession. Organizations or individuals rent the concession stand to provide to the lessee. Thus, there is no warrantee or implied warrantee from the NCEC regarding the concession stand.

RV hookups:	Number	Rate	Date Received	Check or CR#	Amount	NCEC Initials
Estimated						
Used						
Dump						

Alcohol:

Is Alcohol being served? Yes No

Number of Guests: _____

Security:	# Hours	Rate	# Officers	Date Received	Check or CR #	Amount	NCEC Initials
No Alcohol							
Alcohol							

P.A. System:

Yes No

* The NCEC does not have a concert quality sound or lighting system.

Dance Floor: Yes No

* A 32' x 32' plywood dance floor is available.

Stage: Yes No

* A 10' x 20' plywood stage is available. There is no "cover" for this stage.

Tables: Requested _____ Used _____

* No guarantee of availability

Chairs: Requested _____ Used _____

* No guarantee of availability

Special Arrangements/Agreements:

 NCEC Lessee

 NCEC Representative

 Date

 Date

Navarro County Exposition Center
Independent Concession Contract

I. Consent:

Rental Date(s): _____

Lessee of NCEC: _____

Statement of Authorization:

I, _____ as _____
(Name) (Position)

of the _____ give permission for
(Organization)

_____ to provide a concession stand for me during my lease of
(Concession Provider)

the NCEC. I understand that I will pay no lease fee to the NCEC for this service. The Concession Stand Fee will be paid by the concession provider.

(Authorized Signature)

II. Concession Provider Information:

CLUB/ORGANIZATION: _____

RESPONSIBLE PARTY: _____

ADDRESS: _____

PHONE: _____

	Days	Rate	Date Received	Check or CR#	Amount	NCEC Initials
Concession Stand						