

Western Jubilee Warehouse

DBA: Scott O'Malley & Associates, LLC.

433 E Cucharras Street

Colorado Springs, CO 80903

719-635-7776 • SOMAgency@aol.com

Friends of the Western Jubilee Warehouse Private Renter Information/Agreement

RENTER agrees there shall be no public promotion of this Event and guests shall attend by invitation only.

Date(s) of Event: _____

Description of Event: _____

Approximate Attendance: _____

Time of Event (appx): _____

Access Time for Set Up Event (appx): _____

Tear Down (appx): _____

Areas of Usage:
(check all that apply)

Theater

Adjoining Santa Fe Room

Adjoining Outside Areas

Please answer the following questions to the best of your ability.

Who Referred you to the Western Jubilee Warehouse? _____

RENTER to use Theater Stage & Stage Lighting (yes/no)? _____

RENTER to use Theater Sound System with up to 4 microphones (yes/no)? _____

RENTER to provide Sound System (yes/no)? _____

RENTER to provide Entertainment (yes/no)? Please describe: _____

RENTER interested in Entertainment suggestions (yes/no)? _____

RENTER is responsible for any fees on performed and/or recorded selections, if applicable.

RENTER is to provide all personnel need for Event: *host, greeters, parking and all other.*

RENTER may place signage for event in front of gate area.

RENTER to provide refreshments/catering/beverages for Event? Please consult. _____

RENTER shall not sell alcoholic beverages on the premises.

RENTER notes restrooms that adjoin the theater are not disabled accessible.

Please consult should special arrangements be required to access disabled-accessable restrooms without stairs.

RENTER shall be solely responsible for this Event, its guests, staff, the Western Jubilee Warehouse and its belongings. Renter agrees to leave the premises in the same condition in which it was found.

RENTER to provide Western Jubilee Warehouse Managment with one principal and responsible Contact to communicate with, if/as needed, during the Event. Name _____ Cell _____

