



General Provisions

Rules for Usage: The following rules pertain to the user and individuals participating in the user's events and activities on SMA property and are conditions for any usage or continued usage of the Rented Facilities: (a) Guests shall treat SMA students and staff with appropriate respect and consideration and not use profanity or other vulgarities while on SMA campus; (b) No possession or consumption of alcoholic beverages, tobacco products, or any illegal drugs or substances on SMA property; (c) No destruction or damage of SMA property, including, without limitation, hanging any items on walls of SMA in such a manner that will leave holes or marks on the walls; (d) No horseplay, rough-housing, skateboarding, rollerblading, or similar activities on SMA property; (e) No using SMA equipment in facilities non-specified in rental agreement for use by the User; (f) No activities or events other than the permitted uses set forth above in the Use of Rented Facilities and (g) no student is to arrive or to be left on the premises without supervision.

SUPERVISION:

The guest organization is responsible for providing sufficient adult supervision for student participants. If possible, adult sponsors and supervisors should be readily identified. The Academy is not responsible for providing any supervision for participants.

ANIMALS:

Absolutely no animals or pets will be allowed on campus by the guest organization.

DAMAGES: A representative from the guest organization and the Dean of Student Life will walk through facilities before use and prior to departure to record and verify any damages. Any damages that are attributed to will appear on the final invoice.

CLEANING AFTER USAGE:

The guest organization will utilize reasonable efforts to clean all rooms and equipment after use, or could be subject to an extra cleaning fee. Determination will be made during the final walk through.

PERSONAL ARTICLES:

Prior to departure, the guest organization will check all areas used to see that no personal articles are left. The Academy is not responsible for lost personal belonging.

CANCELLATIONS:

Late cancellations will result in forfeiture of deposit.

FOOD SERVICES:

Food is provided by Sodexo (San Marcos Academy's food services.)

ACCIDENTS:

In case of accidents or illness, the guest organization is responsible for providing medical care to participants or for transporting participants to a medical facility. The Academy will not be responsible for treating any injury to any participant. The guest organization will provide the Academy with a copy of a written accident report in the event of any such incident within 24 hours following the accident.

PAYMENT:

Arrangements for payment should be made with the facility rental manager.

INSURANCE:

The guest organization agrees to maintain in full force and effect Commercial General Liability and Property Damage (including contractual liability) insurance with minimum limits of \$1,000,000 per occurrence to support the indemnity provision in this contract. An insurance certificate indicating this coverage must be returned to the Academy at least ten (10) days prior to arrival. The Certificate of Insurance, policies and endorsements will specify San Marcos Baptist Academy as an additional insured.

The Certificate of Insurance shall accurately reflect the insurance coverages, including any and all limitations, exclusions and restrictions and provide that in the event of cancellation, reduction or material changes in a policy affecting the Academy, thirty (30) days advance written notice shall be given.