

TSE ALNAOZT'I'I VETERANS MEMORIAL CENTER
P.O. BOX 219
SANOSTEE, NM 87461

BUILDING USAGE REQUEST FORM

DATE: _____

REQUESTER(S) NAME: _____ PHONE NO: _____

ADDRESS: _____

TYPE OF ACTIVITY FOR THE REQUEST: _____

DATE OF ACTIVITY: _____

TSE ALNAOZT'I'I CHAPTER VOTER NON TSE ALNAOZT'I'I CHAPTER VOTER

PERSON DESIGNATED TO OPEN THE DOOR: _____

TIME TO OPEN THE DOOR: _____ AM/PM TIME TO CLOSE: _____ AM/PM

USAGE FEES:	TSE ALNAOZT'I'I VOTER	NON TSE ALNAOZT'I'I VOTER
<input type="checkbox"/> Large Fundraising:	\$399.00	\$598.50
<input type="checkbox"/> Small Fundraising:	\$178.50	\$220.50
<input type="checkbox"/> Non Fundraising:	\$99.75	\$178.50
<input type="checkbox"/> All Chapter Sanctioned Activity:	\$99.75	\$99.75
<input type="checkbox"/> Political Campaign Rally:	\$208.00	\$208.00

NOTE: Navajo Nation Tax is included in the Original Gym Rental Fee (5%)

Total Amount Paid: \$ _____ Money Order No: _____ Rec'd by: _____

Cash Receipt# _____

NOTE: Total cost of the usage fee any charges **MUST BE PAID IN FULL** at the time of the request, Otherwise your request will not be approved. If damages occur in excess of the Center usage fee, the requester will be responsible for all of the cost of additional repairs.

- * The center will not be open, until the requester show proof of Contract for Security and payment receipt with the custodian and/or a Chapter Administration.
Before and after the event, requester will walk the Center with TVMC Custodian to review the building and fill out the Evaluation Form and sign it and turn it in.
- * If requester will be using the tables, chairs, and cleaning equipments, they must be counted on the evaluation form, if they are damaged or missing, the requester will be responsible to pay for repair cost or pay for replacement.
- * AT ANY TIME DURING THE EVENT, A CHAPTER ADMINISTRATION MEMBER, A CHAPTER OFFICIAL, OR THE CUSTODIAN WILL STOP ALL ACTIVITIES, IF ANY PERSONAL, BAD BEHAVIOR TRUE/FACTUAL OR POSSIBLE DAMANGE/HARM TO PROPERTY OR PERSON INSIDE THE CENTER OR OUTSIDE THE CHPATER COMPOUND. IF THIS HAPPENS, ANY FEES PAID WILL NOT BE REFUNDED.
- * Tse alnaozt'i'i Chapter will not be held liable for any personal injury, loss of life, thief, damaged of loss of property on the TVMC premises or Tse alnaozt'i'i Chapter Officials during the sponsored event.

I have received payment in full; I have read or have all conditions read to me and agree to them

Requester Signature _____ Date: _____

Chapter Coordinator _____ Date: _____

Accounts Maintenance Specialist _____ Date: _____

Gym Committee Secretary/Treasurer _____ Date: _____