

GAST LEASE AGREEMENT

THIS LEASE AGREEMENT for rental of the GAST Event Center is made and entered into on the AGREEMENT DATE below, by and between The German-American Society of Tulsa, (hereinafter called "LESSOR") whose mailing address is **1429 Terrace Drive, Tulsa, Oklahoma 74104-4625**, and the LESSEE described below.

For and in consideration of the sum set forth below and other good and valuable consideration, LESSOR hereby leases that portion of the GAST Event Center set out below, located at 15th and Terrace Drive, Tulsa, Oklahoma, referred to hereafter as the LEASED PREMISES to the LESSEE on the date and during the times hereafter set forth (called the "TERM") subject to the terms and conditions described below.

I. FEES AND CHARGES

1. LESSEE agrees to pay the Rental Fee described below for the use of the LEASED PREMISES during the TERM. Fifty Percent (50%) of the TOTAL RENTAL FEE shall be due as a RESERVATION RETAINER upon execution of this LEASE AGREEMENT which shall secure LESSEE's full and faithful performance hereunder. In addition, upon the execution hereof, LESSEE agrees to provide their credit card information which shall be held by LESSOR to cover any damages or additional fees that may result from LESSEE's use of the LEASED PREMISES. LESSEE agrees that the cost of any repairs or replacements necessitated by damage incurred during the event, and any additional fees for violations of this LEASE AGREEMENT as herein set out will be charged to the credit card on file as per below.
2. LESSEE agrees to pay the BALANCE DUE of the TOTAL RENTAL FEE due to LESSOR not later than ninety (90) days prior to the beginning of the TERM as set forth below as the BALANCE DUE DATE. Any failure by LESSEE to make the final payment on the due date shall be considered a breach of this LEASE AGREEMENT and an abandonment and withdrawal of the reservation provided herein. In the event of such breach the parties agree that the amount of LESSOR's actual damages shall be difficult or impossible to determine and LESSOR shall thereupon be entitled to retain the full RESERVATION RETAINER, as liquidated damages and not as a penalty, and declare the contract null and void.
3. If the event, including set-up and clean up, extends beyond the TERM, LESSEE agrees to pay an additional charge of \$200.00 for each hour or fraction thereof delay in returning the LEASED PREMISES to LESSOR.

II. USE OF PREMISES

1. LESSEE agrees to use the LEASED PREMISES strictly and solely for the uses and purposes set forth herein and shall not permit use of the Premises for any purpose prohibited by any Federal or State law or regulation or City of Tulsa ordinance.
2. LESSEE shall neither commit waste, damage, or destruction of the LEASED PREMISES or any of the furniture, fixtures, improvements, or personal property and shall not permit any such waste, damage, or destruction by its authorized guests, invitees, employees, or agents. At the end of the TERM, LESSEE shall return the LEASED PREMISES and all of LESSOR's property located thereon to LESSOR in the same condition it was when occupancy began. In the event of any damage to the LEASED PREMISES or to any of Lessor's property located thereon during its use and occupancy by LESSEE, LESSEE agrees to pay the cost of repairing, restoring, or replacing the same within five (5) days after being presented with LESSOR's invoice. If, after the five (5) days, the client has not paid or responded, the credit card on file will be charged for those costs.
3. LESSOR agrees to fully vacate the Premises by the END DATE/TIME set forth below, and to pay any additional expenses incurred by LESSOR in LESSEE's vacating the LEASED PREMISES. It is the responsibility of the LESSEE to inform all its employees, agents, contractors, invitees and guests of the Term of this Lease Agreement and to make sure all equipment and accessories brought onto the LEASED PREMISES are removed by the expiration of the TERM.
4. The GAST Event Center House Rules are attached to this LEASE AGREEMENT and made a part hereof the same as if fully set forth herein, and LESSEE agrees that LESSEE and all of LESSEE's employees, agents, contractors, invitees, and guests shall abide by these rules in the use of the LEASED PREMISES.

III. LIMITATION OF LIABILITY

LESSEE hereby agrees to and shall indemnify and hold LESSOR, and its affiliates, officers, directors, agents, and employees, harmless from and against all liability for any damage or loss of property or injury to any person resulting directly or indirectly from LESSEE's use of the premises. Neither the LESSOR, nor any affiliate, officer, director, agent, or employee of the LESSOR shall have any liability to LESSEE under this LEASE AGREEMENT or relating to LESSEE's use of the LEASED PREMISES and the German-American Society's parking lot and grounds except in the event of, and to the extent of, LESSOR's gross negligence or intentional misconduct. LESSEE shall be solely liable to LESSOR for any acts or omissions of LESSEE or LESSEE's employees, agents, contractors, invitees, and guests and for any damage or injury caused or any liability created by any of them.

IV. MISCELLANEOUS

LESSOR shall provide any necessary security personnel if LESSOR in its sole judgment determines that such security is necessary and the cost thereof, at the rate of \$50 per hour per security officer shall be borne by LESSEE for each hour of the TERM and for each hour or fraction thereof delay in returning the LEASED PREMISES to LESSOR.

If LESSEE signs this agreement during a known crisis, such as a pandemic, and pays retainer, LESSOR is not obligated to return the paid amount if the situation does not change by the TERM specified below.

THIS AGREEMENT was signed on the date set below the signature of each of the parties hereto. If the parties shall not sign this agreement on the same date, the LEASE AGREEMENT shall be considered dated the last date any party hereto shall have signed the same.

TERMS

DATE OF EVENT: _____ BEGIN TIME _____ END TIME _____			
EVENT TYPE:	RECEPTION ONLY	WEDDING AND RECEPTION	PRIVATE EVENT
LEASED PREMISES:	GREAT HALL	LOWER LEVEL (WEINKELLER)	

FEES

RENTAL FEE:				
ADDITIONAL CHARGES:	ORGAN	PIANO	EXTRA SECURITY	LOWER LEVEL
TOTAL RENTAL FEE:				
RESERVATION RETAINER				
BALANCE DUE DATE:			BALANCE DUE:	

LESSEE

FIRST & LAST NAME OF BRIDE(S) & GROOM(S):	
NAME OF LESSEE:	TELEPHONE:
ADDRESS:	ALT. PHONE:
CITY/STATE/ZIP	
EMAIL:	ALT. EMAIL:

SIGNATURE

<p>GAST Representative</p>		
(Printed Name)	(Signature)	(Date)
<p>LESSEE</p>		
(Printed Name)	(Signature)	(Date)

GAST EVENT CENTER RULES

Building Regulations:

1. Smoking is strictly prohibited inside the building.
2. Alcohol Regulations:
 - Unattended or self-serve bars are prohibited, including self-serve kegs. Lessee must have a **licensed bartender** approved by Lessor for any alcohol service.
 - Serving of alcohol to persons under 21 years of age is strictly prohibited and will be considered a breach of the Lease Agreement.
 - Under no circumstances may open containers of alcohol leave the GAST Event Center with guests. Any opened containers must be removed from the premises by catering personnel or by the Lessee.
 - All alcoholic beverages must be served from the bar.
 - Any penalty or fine rendered because of any violation by Lessee of the Oklahoma Alcohol Beverage Control Act and/or the rules and regulations of the ABLE Commission on the Leased Premises shall be the sole responsibility and liability of the Lessee.
3. In accordance with fire codes, the building exits must not be blocked at any time.
4. Only caterers approved by Lessor in advance of Term will be permitted to work within the Leased Premises. The kitchen is to be used as a prep-kitchen only. The use of GAST Event Center cooking/warming machines is not permitted. No ice machine is available at the GAST Event Center. A freezer and double wide refrigerator are available for use.
5. No antique furnishings, mirrors, or portraits shall be moved or removed by the Lessee. No heavy items may be placed on these antique furnishings or on the piano in the Great Hall. No liquids may be placed on the piano or organ. The flags displayed in the foyer may not be removed. Property belonging to the Lessor, wherever located shall not be moved to any other location or floor, and any such property, including holiday decor, used during an event is to be returned to its original place unless instructed otherwise by the Venue Manager or Event Host.
6. Amplified music is allowed within certain specifications. Lessee must furnish equipment. The Venue Manager or Event Host shall have the right to regulate the size of the equipment and the decibel level of amplification during the event.
7. Decorating Regulations:
 - Lessee must use only the chairs provided by the Lessor. No outside or rented chairs are permitted in the building. Bistro tables or additional rectangle tables are permitted.
 - After the event, tables shall be left in place and chairs shall be left near their respective tables. Tables and chairs shall not be dragged across the floor. If it is necessary to move furniture, it must be lifted completely off the floor. The chair trolley shall be used to avoid damage to the floor.
 - Fastening anything to the walls, doors, ceilings, or light fixtures is prohibited. Decorations must be free standing. The stage may be decorated using the existing cup hooks.
 - No sand, rock, glitter, artificial snow or like material is to be placed on the floors or other surfaces. Because it is difficult to remove certain materials from the floor, rugs, and grounds, and because certain materials can create hazards, ABSOLUTELY NOTHING, INCLUDING, BUT NOT LIMITED TO, WHEAT, RICE, FLOWER PETALS, BIRDSEED OR CONFETTI may be thrown *inside* the building. Flower petals, rice, and birdseed are acceptable ONLY if they remain outside the building at all times (including storage and distribution to guests).
 - Sparklers are permitted outside as long as properly stored and discarded.
 - Decorating outside the GAST Event Center must be approved by the Venue Manager.
8. Cleaning and Usage Regulations:
 - Plastic trash containers are available. Protective liners shall be used and removed by Lessee at the end of the event. A trash dumpster is located outside the building behind the kitchen.
 - Any liquid in the buckets below the bar must be emptied by Lessee at the end of the event
 - Clean up and the removal of catering equipment, decorating items, and other equipment brought to the GAST Event Center by the Lessee shall be removed from the building at or before the end of the leased period. Additional time will result in late charges, in minimum one-hour increments, to be charged to the credit card on file.
 - All items brought in by Lessee must be removed at or before the end of the leased period including any trash which cannot be disposed of in the dumpster. Arrangements can be made for pickup of rental equipment with the Venue Manager.
 - The piano and pipe organ are each available for rental. If not included in the Lease Agreement, neither should be used, moved, or uncovered except with the approval and under the supervision of the Venue Manager or Event Host.
 - The Lessee will restrict use of the building to the areas leased. Additional area use will result in additional charges
 - By execution of the Lease Agreement, Lessee agrees to pay the additional costs of cleaning and damages should these rules be violated, with a minimum fee of \$50.00.

GAST EVENT CENTER VIOLATION FEES

Our goal at the GAST Event Center is to work with all clients to provide a smooth and enjoyable rental experience. Caring for a historical building is a task that requires great diligence so that each lessee has the same experience. Therefore, the GAST Event Center enforces strict fines for violations of the GAST Event Center House Rules and/or Lease Agreement according to the following fee schedule.

\$50 charge (per each incident)

- Moving the piano without renting it
- Moving the organ for any reason
- Moving the benches or removing the bench cushions
- Standing on the tables or chairs
- Failure to clean the bar area and empty buckets

\$75 charge (per each incident)

- Lack of trash removal/correct disposal of trash
- Failure to clean kitchen
- Fee for carpet cleaning because of bodily fluids and/or food/drink spills

\$100 charge (per each incident)

- The temporary alteration or removal of any GAST property, including holiday décor. Theft of any property will be referred to the police and additional charges for replacement may apply.
- Removal or Moving of any fixed and/or permanent pieces inside the GAST Center, including flags, portraits, posters, and foyer furniture
- Failure to remove remnants of including, but not limited to sparklers, silly string, or confetti from outside (use of it inside will result in a fee of \$100/hr. for cleaning)

Any damage caused by guests including, but not limited to unsupervised children will be assessed based on the estimated costs of repair and potential loss of income while such repairs are being made.

Thank you for your cooperation in keeping the GAST Event Center available for all.

GAST

E V E N T C E N T E R

Credit Card Authorization for payment and/or incidentals

CREDIT CARDHOLDER INFORMATION

NAME AS APPEARS ON CARD: _____

TYPE OF CARD: VISA MC AMEX DISCOVER OTHER

TYPE OF ACCOUNT: PERSONAL BUSINESS

COMPANY NAME: _____

ACCOUNT NUMBER: _____

EXPIRATION DATE: _____

SECURITY CODE: _____

BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE : _____ EMAIL: _____

AUTHORIZATION

GERMAN AMERICAN SOCIETY OF TULSA—GAST EVENT CENTER

1429 TERRACE DR. TULSA OK, 74104

(918)744.6997 GASTHOUSEOFFICE@GMAIL.COM

EVENT DATES: _____

DEPOSIT AMOUNT: _____

FINAL PAYMENT DATE: _____ FINAL PAYMENT AMOUNT: _____

AUTHORIZATION OF CARD USE

I, _____ certify that I am the authorized holder and signer of the credit card referenced above, and that all information is complete and accurate.

I authorize the card identified above to be charged for the AUTHORIZED DEPOSIT AMOUNT

I further authorize the card identified above to be charged for the AUTHORIZED FINAL PAYMENT AMOUNT on the FINAL PAYMENT DATE

I authorize, if necessary, the card above to be charged for any incidentals charges accrued during the period of my lease of THE GAST HOUSE, as agreed by in HOUSE RULES form.

SIGNATURE:

DATE: