

# RENTAL RATES



**NFAA EASTON  
YANKTON  
ARCHERY CENTER**

COMMUNITY CENTER	Square Feet.	Non-Profit Rate	For-Profit Rate	#of Days	Rental Fee
OPTION 1A - NO FURNITURE	8,600	\$175	\$220		
OPTION 1B - FURNITURE INCLUDED	8600	\$400	\$500		
OPTION 2A - NO FURNITURE	14,000	\$250	\$310		
OPTION 2B - FURNITURE INCLUDED	14,000	\$475	\$600		
OPTION 3A - NO FURNITURE	19,000	\$475	\$600		
OPTION 3B -FURNITURE INCLUDED	19,000	\$675	\$850		
OPTION 4A - NO FURNITURE	24,000	\$500	\$620		
OPTION 4B - FURNITURE INCLUDED	24,000	\$725	\$900		
KITCHEN	300	\$40	\$50		
RANGE	Square Feet.	Non-Profit Rate	For-Profit Rate	#of Days	Rental Fee
OPTION 5A - NO FURNITURE	10,000	\$200	\$250		
OPTION 5B - FURNITURE INCLUDED	10,000	\$425	\$525		
OPTION 6A - NO FURNITURE	20,000	\$475	\$600		
OPTION 6B - FURNITURE INCLUDED	20,000	\$675	\$850		
OPTION 7A - NO FURNITURE	30,000	\$600	\$750		
OPTION 7B- FURNITURE INCLUDED	30,000	\$800	\$1000		
LOFT/BALCONY	670	\$40	\$50		
KITCHEN	320	\$40	\$50		
CONFERENCE ROOM	300	\$40	\$50		
CLASSROOM 1	1209	\$120	\$150		
CLASSROOM 2	900	\$80	\$100		
STUDIO	1250	\$80	\$100		
ADD-ONS	Non-Profit Rate	For-Profit Rate	Amount	# of Days	Rental Fee
METAL FOLDING CHAIRS	\$.80/CHAIR	\$1/CHAIR			
FABRIC PADDED FOLDING CHAIRS	\$1.20/CHAIR	\$1.50/CHAIR			
TABLES (8'X3' OR 5' ROUND)	\$6/TABLE	\$8/TABLE			
STAGE (4 6'X12' SECTIONS AVAILABLE)	\$20/SECTION	\$25/SECTION			
3' PIPE AND DRAPE	\$1.20/FT	\$1.50/LINEAR FT			
8' PIPE AND DRAPE	\$1.60/FT	\$2/LINEAR FT			
STANCHIONS	\$8/stanchion	\$10/stanchion			
PODIUM	\$12	\$15			
SILVERWARE (4 piece set)	\$1/set	\$1.50/set			
120" POLYESTER ROUND TABLECLOTH	\$5	\$6			
90"x156" POLYESTER RECTANGLE TABLECLOTH	\$5	\$6			
PROJECTOR/PROJECTOR SCREEN	\$20	\$30			
<b>DEPOSITS:</b> The rental deposit is 20% of the rental fee or \$50, whichever is more. Rentals and their dates are only confirmed when the deposit is paid. <b>SALES TAX:</b> The SD rate will apply unless the Archery Center has a copy of the organization's sales tax exempt form. <b>FINAL PAYMENT:</b> The final payment is at least 1 week before the day of the event, unless prior arrangements have been made.					<b>Rental Fee</b>
					<b>Tax</b>
					<b>Total</b>
					<b>Deposit</b>
					<b>Remaining</b>

## RENTER'S INFORMATION

Renter's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City and State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Name of a second contact \_\_\_\_\_ Phone \_\_\_\_\_

**RENTAL DATE:** \_\_\_\_\_

**EVENT START TIME:** \_\_\_\_\_

**EVENT END TIME:** \_\_\_\_\_

Is this group or organization a nonprofit? ☐ Yes\* ☐ No

\*If yes - Do we have your nonprofit documentation on file? ☐ Yes ☐ No

## EVENT INFORMATION

Briefly describe the activity \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Expected attendance \_\_\_\_\_ Is there an admission fee? ☐ Yes ☐ No

Will you or a caterer need access to the kitchen? (See rental rates for fee) ☐ Yes ☐ No

Will you need access to power outlets? ☐ Yes ☐ No

Have you provided insurance coverage?\* ☐ Yes ☐ No

*\*Proof of insurance may be required based on the type of event.*

Will there be alcohol at the event?\* ☐ Yes ☐ No

*\*If yes, please see the "special events alcohol policy"*

The NFAA Easton Yankton Archery Center is dedicated to the safe and enjoyable use of its facility. Please feel free to contact us with any questions

astahl@neyac.org  
(605) 260-9282

# RENTAL AGREEMENT

**By initialing the items below, I understand and agree to the rental terms.**

- \_\_\_ I agree that if I cancel my reservation within 30 days of the event, I will forfeit my deposit. If it is outside the 30 days, a refund check will be issued within 2 weeks of the cancellation date.
- \_\_\_ I understand that my deposit will not be held, but used toward the rental fee.
- \_\_\_ I am responsible for leaving the entire Archery Center, including the lobby, kitchen, and bathrooms, in the condition in which it was rented. If vandalism or damage occurs, all fees associated with cost of repairs will be the responsibility of the renter.
- \_\_\_ I understand that all tables and chairs utilized for the event must be wiped down and left in their original condition.
- \_\_\_ I agree that no alcohol sales are allowed on the Archery Center's property without a copy of the City of Yankton liquor license first being provided to Archery Center staff.
- \_\_\_ I agree that there will be no smoking inside the building.
- \_\_\_ I agree that all advertisements of the renter's event will be submitted to the archery center for approval prior to the distribution of the advertisements. An advertised event's location is the "NFAA Easton Yankton Archery Center".
- \_\_\_ I agree to remove all trash after the event and place it in the designated outdoor trash receptacles. I will put new trash bags in the indoor trash receptacles.
- \_\_\_ I understand that the following list of items are NOT permitted anywhere on the facility grounds:
- |  |   |
|--|---|
| Flammable substances   | Machinery*  |
| Firearms*  | Equipment that could potentially hurt the floors/fields |
| Animals, except for seeing-eye dogs or similar canine companions | Decorations attached to the ceiling/walls               |
| Alcoholic beverages*   |   |
| Illegal drugs  |   |
- \*May be allowed with written permission from the Archery Center.*
- \_\_\_ I understand that an Archery Center staff member will be present to open the facility for the reserved event and that a staff member will close the building, and I agree to remain in the building until the staff member locks up (if the rental goes past the Archery Center's regular closing time).
- \_\_\_ I understand, agree, and acknowledge that an Archery Center staff member may immediately and without prior warning terminate the use of the premises if any activity on site violates the terms of this rental agreement.

*Since the NFAA Easton Yankton Archery Center is primarily a center devoted to the sport of archery, reservations made in advance understand that the NFAA Easton Yankton Archery Center reserves the right to give precedence to archery events, even after dates have been scheduled. We assure you that we will work diligently with our customers to first prevent any conflict and then promptly resolve any conflict that should arise.*

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*Applicant's Signature*

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*Date*

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*NFAA Easton Yankton Archery Center Staff Member Signature*

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*Date*