

HOGAN SCHOOL OF REAL ESTATE, INC.
MEETING ROOM/CLASSROOM RENTAL AGREEMENT

This rental agreement ("Agreement") is entered into between Hogan School of Real Estate, Inc. ("Hogan") and _____ ("Lessee") on the _____ day of _____ 2012.

Space to be leased:

- Chapman Room
- Small Room

Name of Lessee _____

Contact Person for Lessee _____

Address of Lessee _____

Phone number(s) of Lessee _____

Email address of Lessee _____

Date of Rental _____ day of _____ 2008.

Time of Rental starting at _____ AM/PM and ending _____ AM/PM.

Purpose of the meeting _____

"Hogan" reserves the right to deny rental of the space to any "Lessee" who wishes to offer real estate continuing education programs.

Rental Charge \$ _____. 50% of this to be paid when this agreement is signed and the balance to be paid 5 days prior to the event. The 50% deposit is non-refundable. Payment to be made by check, cash or credit card. Should the "Lessee's" check be returned, then a fee of \$25.00 will be charged and "Lessee" agrees to pay these funds within 24 hours of being notified by cash or certified funds.

"Lessee" agrees that the contact person named will be the coordinator for the event and the person responsible for the event.

The space leased will be set up classroom style with tables and chairs without any table covers. If the "Lessee" wishes to bring in table covers or any other decorations, they may do so at their expense and with approval from "Hogan". "Lessee" to leave the space in the same condition that they found it. "Lessee" agrees that if the event includes the use of music or any high-decibel sounds that the noise level is maintained low enough so as not to interfere with other events going on or neighbors.

There will be NO-SMOKING in any of the spaces leased.

“Lessee” may supply outside food and drink for the event. No alcoholic beverages are allowed. “Hogan” must approve any food and beverage service that is brought in for the event. Should the “Lessee” request coffee “Hogan” will provide coffee, including Styrofoam coffee cups, creamer and sweetener at a cost of \$8.00 per pot.

- **Indemnification:** To the extent of the law, “Hogan” shall not be liable of any physical damages or injuries to persons related to any accident or misuse (occurrence) of the above described premises while being leased by above Lessee. Lessee agrees to indemnify, defend and hold Owner and its officers, directors, employees, or assigns, harmless for any claims for physical damages or inquires to persons which arise in connection with any such occurrence, even if such occurrences arises from active or passive negligence of the Owner, its officers, directors, employees, or assigns. Said indemnification shall include indemnity from and costs or fees which Owner may incur in defending said claim. “Hogan” is not responsible for any equipment, personal goods, or other items left in the facility.
- The “Lessee” must also provide Certificates of Insurance as evidence to this agreement. “Hogan” must be named as an Additional Insured on the Lessee’s General Liability policy with evidence of Additional Insured status attached to the certificate. The Lessee’s policy must also be Primary reflected by an endorsement attached to the certificate.

This agreement is entered into on _____ day of _____.

Lessee Date _____

Hogan School of Real Estate, Inc. Date _____