



Andrew Smith
Executive Director

Amadeo Rodriguez
President
Amy Shang
Vice-President
Makiko Coakley
Treasurer
Penny Snetsinger
Secretary
Hector Guillen
Si Lund
Rick Michalek
Joe McCambley
Jennifer Woodbury

RENTERS RESPONSIBILITIES

Any catering or cleaning services. All clean-up and trash removal are the sole responsibility of the renter. Spaces must be left as found. General Cleaning supplies are available for use if requested.

AGREEMENT FOR RENTAL OF FACILITIES

The Suzuki Schools is available for rent to the community for cultural, educational and civic activities for non-profit and civic organizations, for corporate functions and individuals.

Reservations are accepted up to 6 months in advance.

The individual who signs the application for the rental of the Suzuki Schools assumes all responsibility for the rental and is described as “USER” in this agreement. An “Event Manager” will be assigned to the event and will be present during the hour of the event. The Event Manager’s responsibility is solely to supervise the use of the facility and to make certain that the rules and regulations are understood and carried out.

The User must comply with all laws and regulations of the State of Connecticut including but not limited to safety, fire, and zoning laws. The Event Manager has the authority to refuse continuance of the User’s right to property in the event of inappropriate behavior or use of the premises and no refund will occur. Arrangements for opening and closing the facility are to be made with the Event manager.

Events times, including setup and deliveries, must be pre-approved by the Events Manager. Activities must end by midnight, inclusive of cleanup.

RESPONSIBIITY

All payments, correspondence and communications regarding the use of the facility will be made through the User. The User is completely responsible for the prompt departure of guests at the termination of the function and for clean up of premises.

INSURANCE/LIABILITY

A certificate of Insurance for comprehensive general liability of \$1,000,000 property damage, issued by an insurance company licensed to do business in the State of Connecticut must be provided by the User naming a) the Suzuki Music Schools b) Colonial Green LLC.

www.suzukischools.org



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REQUIREMENTS FOR USE OF FACILITIES

1. Smoking is not permitted anywhere in the building
2. The User must arrange all catering. All pick-up and deliveries must be coordinated with the Schools office. School staff will not sign for any deliveries or assume responsibility for their accuracy. All properties brought to the school for an event must be removed upon conclusion of the event unless prior arrangement has been made.
3. The serving of alcoholic beverages must conform to all Connecticut State regulations
4. The consumption of all alcoholic beverages in cars, driveways, parking lots and in public areas outside of the school is not permitted. The Suzuki Schools disclaims and the User assumes responsibility for any liabilities arising from the event both on and off the property and for the observance of the law Chapter 545 of the Connecticut general statutes amended.
5. Vehicles must be parked in such a way as to not interfere with traffic. Driveways must be kept clear at all times.
6. Pets are not allowed in the building without prior permission.
7. The User is responsible for all injury or damage of any kind to persons or property, regardless of who may be the owner of the property (including without limitation, Suzuki Schools furniture, furnishings) arising out of or suffered through any connection with its use of Suzuki schools facilities. The User further assumes the obligation to indemnify and hold harmless a) the Suzuki Music School, its affiliates, Trustees, officers, agents and employees, and b) Colonial Green LLC against all damages, claims, expenses (including reasonable legal fees), or other liability due to bodily injury, personal or death, or damage to property of others, arising out of or suffered through any act of omission of the User, its employees, agents, contractors, or guests, in connection with its use of the facilities.
8. The User agrees to request the owner of any rental equipment, decorating equipment and /or catering equipment to hold harmless a) the Suzuki Music Schools b) Colonial Green LLC for any loss or damage to equipment while being delivered to, located on the premises of or being picked up from the facility. In addition, the User agrees to request the owner of the equipment to waive its rights of subrogation against a) the Suzuki Music Schools b) Colonial Green LLC, for any loss or damage to the equipment. In the event the User fails to get such an agreement, the User agrees to hold harmless and indemnify a) the Suzuki Music Schools b) Colonial Green LLC for any loss or damage to rental equipment while being delivered to, located on, or being picked up from the Suzuki Schools as part of the event. In addition, the User agrees to waive its rights of subrogation against a) the Suzuki Music Schools b) Colonial Green LLC ,for any loss or damage to the equipment.
9. Live Music and DJs are allowed to perform indoors provided the noise levels are maintained so as not to disrupt the neighbors.

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