



Visitor Center Meeting Room A unique atmosphere for meetings, holiday events, small conferences and gatherings!

Contact: Cindy Bahe: cindy.bahe@mccrossan.org

47135 260th Street, Sioux Falls, SD 57107 605-339-1203 Ext. 401 www.mccrossan.org

Rental Agreement

Date of Event_____

Name_____

Start_____ End_____

of Attendees_____

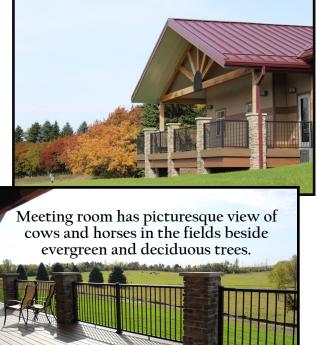
- Round table or theater seating for 100 people.
- Free wifi, A/V projector with sound system and 7' wide dropdown screen.
- Kitchen area with serving island, refrigerator, microwave & standard dishwasher.
- Educational museum displays- provides entertainment during breaks.
- Client may bring in own food and beverages. Caterers welcome!
- Alcoholic beverages may be brought on site by client.

(see alcohol policy on page 3)

- Linen tablecloths available. Ranch décor included with rental. Client welcome to bring in own décor. Flame candles not allowed.
- Ample parking, easy bus access and turnaround, handicapped accessible. Tours welcome!
- Gift shop with logo items, SD made items, refreshments and more.



Form updated: 4/9/020



Rental Fees: - Weekdays:

1-2 Hours	\$150
4 Hours	\$250
8 Hours	\$450

Weekends or Evenings:

1-2 Hours: \$250 4 Hours: \$350 8 Hours: \$550 Special rates for non-profits

Additional charges for tablecloth linens, incidentals and staffing Event must adjourn by 10pm. Prices subject to change.

Start time	_ End time	Projected Room Rental cost:		
Type of Event				
Contact Name		Phone		Cell
2nd Contact Name		Phone		Cell
Address				
City		St		Zip
Email				-
Room Setup Registration table: yes				
General seating:				
of Round tables with	6 chairs or	8 chairs		
# of chairs for Theater	[.] seating (no tables)		
Podium: yes no Placem	ient	_		
Head table: yes no # of ta	ibles Place	ment		
Linens: yes no #	Black White	(tablecloths \$5	each) Projecte	d Rental Cost:
Standard ranch table déco	or: yes no			
Client bringing own décor	: yes no Flame	candles are not ai	llowed.	
Audio/Visual Needs: (inc	luded in rental)			
A/V projector & screen:	yes no			
Bringing laptop: yes	no			
Need McCrossan laptop:	yes no			
Wireless microphones nee	ded: one two)		
Food & Beverages:				
Beverage Serving Time(s):			Projected Beve	erage Cost:
Food Serving Time(s):		P	rojected Food	Cost:
Caterer		_Contact Name		
Caterer Phone				
Total projected cost: S_				
Costs do not include tax o	r additional incide	ntals.		

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Beverages:

Ice water and glasses included in rental.

Assorted Coke products, tea and water available for purchase in gift shop.

Beverage fees: coffee and/or lemonade: \$2 per person.

Client may bring in self-purchased soft drinks, water and alcoholic beverages.

Alcohol:

- Client may serve alcohol to their guests and is responsible for assuring participants are 21 and over for consumption of alcoholic beverages.
- Any client wanting to SELL alcohol will need a SD Liquor License and proof of liquor liability insurance.
- A waiver of liability must be signed releasing McCrossan Boys Ranch from any liability involving alcohol.
- Client acknowledges and agrees McCrossan Boys Ranch does not maintain a liquor license and is not responsible for underage consumption, nor is it liable for incidents involving alcohol consumption.
- McCrossan Boys Ranch suggests the use of designated drivers, Uber, or Lyft for anyone who may have difficulty driving after consuming alcohol.

Food:

Client is welcome to bring own food and snacks. Licensed caterers welcome! All catering logistics must be arranged between client and caterer. Caterer supplies all dishes and utensils. Caterer must supply staff for setting up food, serving and cleaning up. Facility does not have ovens or warming ovens on site. Refrigerator, microwave, standard dishwasher and 50-cup coffee pot available.

General:

A 50% deposit is due at time of scheduling to guarantee reserved times/dates, unless otherwise arranged. Events cancelled 45 days or more before date of event can receive a 50% refund. Events cancelled 44 days and less prior to event, client forfeits deposit. Setup or tear down exceeding the set timeframe are subject to \$100/hour fee. Additional fees may be added for excessive cleaning or for damages incurred.

Client agrees to indemnify, protect, defend, save, and hold harmless McCrossan Boys Ranch against and from any and all claims, injuries, damages, losses, charges, liabilities, judgments, fees, costs, and expenses, including but not limited to attorneys' fees, and other expenses which in any way arise out of, result from, or are connected or associated with the use or misuse of the Visitor Center. Client agrees that this indemnification shall inure to the benefit of and may be enforced by McCrossan Boys Ranch, McCrossan Foundation and their affiliates, officers, directors, employees, heirs, successors, and assigns, and Client's obligations under this indemnification shall be binding upon Client, its employees, directors, affiliates, shareholders, members, successors, and assigns, if any. This agreement shall in all respects be governed, construed, applied, and enforced in accordance with the laws of the State of South Dakota. Client consents to and confers exclusive personal jurisdiction over itself by any court in the State of South Dakota and agrees that venue for any such action or proceeding shall be in Minnehaha County, South Dakota.

Signed and Agreed:

(Client Name/Organization)

Date



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