



Lost River Cave & Valley - 2818 Nashville Road - Bowling Green, KY 42101
270-393-0077 - www.lostrivercave.com

CAVE RENTAL CONTRACT

Date of Event _____ **Time of Event** _____ (NO EARLIER THAN 6:30 p.m.)

Number of Guests _____ (based on chair rental invoice)

Renter's Name _____

Address _____

City _____ State _____ Zip _____

Telephone (Day) _____ (Night) _____

Email Address _____

Bride's Name _____ *Telephone* _____

Groom's Name _____ *Telephone* _____

You may start setting up the day of event at 8:00 a.m. However, the event **may not begin earlier than 6:30 p.m.** The cleanup must be completed by **2:00 a.m.** **A cleaning deposit is required.** If clean up is not completed as stated in rule #4, we reserve the right to keep the entire deposit or a portion thereof.

- Boat Tours: **If alcohol is served, boat tours are not an option**

Price: \$150.00. Time frame for boat tours is 2 hours.

Would you like this option? YES _____ NO _____

If Yes, start time _____ complete time _____

- Deposit of \$_____ is required when making the reservation. The balance is due on or before _____. Note: **A copy of your chair rental**

invoice must be furnished at time balance is paid. The deposit is refundable if cancelled within 30 days of the booking. If cancellation is after the stated time period, it is non-refundable.

- Golf Carts - \$75.00/each. To be driven by Lost River Cave Staff ONLY!

Would you like this option? YES _____ NO _____

If yes, number of carts _____

- Drapery - \$500.00. If you are interested in having drapery and lights put up in the ballroom for your event; we provide all the materials, set-up and take down. Due to insurance restrictions this is the only way that drapery may be used in the cave.

Would you like this option? YES _____ NO _____

RENTAL AGREEMENT PRICING:

Cave Rental (based on chair rental invoice)	\$
Cave Rental Deposit	\$
Clean Up Deposit	\$
Boat Tours (optional)	\$
Golf Carts (optional)	\$
Drapery	\$

TOTAL\$ _____

Deposit Paid: \$ _____

Balance Due: \$ _____

Suggestions & Information:

Consider arranging for a shuttle for those who cannot manage the walk	
Remember there is no water faucet at the Cave entrance	
There are many electrical outlets	
Advance visitation is recommended	
If your event is to be held when there is a possibility of cool weather, you will need to rent portable forced air heaters	
Consider renting a lighted tower for the back parking lot	
Condensation will occur during periods of high humidity & outdoor temperature. You can expect some areas of the floor to be wet	
Events cannot begin before 6:30 p.m.	

A Representative of Lost River Cave & Valley will (a) open the facility, (b) make sure everything is going smoothly, and (c) remain on the premises until the event is completed. _____

RESPONSIBILITIES OF THE RENTER: Please initial that you agree.

(1) _____ **As renter you are legally responsible for the amount of alcohol (beer and wine only NO HARD LIQUOR) _____ consumed by your guests. Assign a responsible family member to monitor the guests who are in danger of becoming intoxicated. We strongly recommend that if alcohol is being served, that a Host Liquor Liability and General Liability Insurance be purchased. Please contact your Insurance Company or Agent for information.**

(2) _____ It is the renter's responsibility to provide security, if needed, for your event and to also have parking attendants.

(3) _____ It is the renter's responsibility to provide catering, flowers, music, etc.

(4) _____ You (the renter) are entirely responsible for cleaning the cave before leaving that night. It is the renter's responsibility to have the area rented cleaned up and trash removed and gathered into one location. Trash bags will be provided. All tables & chairs must be folded up and put to one side of the ballroom. All decorations, flowers, etc. must be removed before you leave. Lost River Cave staff will not clean up or otherwise remove body fluids.

(5) _____ Cigarette Smoke is degrading to the cave environment. It is harmful to the cave ecosystem and due to lack of air movement "hangs" in the cave for days. Cigarette butt receptacles are located just outside the entrance.

(6) _____ I understand that the event may be cancelled due to inclement weather conditions. If the event is cancelled by Lost River Cave & Valley, a full refund will be given.

(7) _____ I understand that due to the high volume of tours moving through the Valley during the day, my event cannot begin prior to 6:30 p.m.

CAVE RENTAL HOLD HARMLESS AGREEMENT

I, the undersigned renter, do understand that certain dangers from natural features or manmade improvements are inherent in the utilization of Lost River Cave & Valley to me, my family, guests and vendors. I confirm that any loss or damage to personal property owned or rented by me, my family, guests and vendors shall be my responsibility. I accept complete responsibility for the actions of myself, my family, guests and vendors who consume alcohol served by the host or renter or their agents or employees or otherwise consumed either before or after the event.

Therefore in accordance with the terms and conditions agreed to and included in the above Cave Rental Agreement, I do hereby release, waive and discharge the Friends of the Lost River, Inc. & Western Kentucky University, their officers, employees, principals, directors, agents and volunteers, all of whom for the purpose of this release are referred to as "Releasees," from any and all liability to the undersigned and his/her personal representatives, assigns, heirs and next of kin, for ANY AND ALL INJURY, DISABILITY, DEATH, OR LOSS OF PERSONAL PROPERTY, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.

FURTHERMORE, I HEREBY AGREE TO DEFEND, INDEMNIFY AND HOLD FRIENDS OF LOST RIVER, INC. HARMLESS FROM ALL CLAIMS, DEMANDS AND LAWSUITS IN REGARD TO ANY OF MY ACTIVITIES OR USE OF LOST RIVER CAVE & VALLEY.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE, WAIVER OR LIABILITY AND IDEMNITY AGREEMENT, AND FURTHER AGREES THAT NO ORAL REPRESENTATIONS, STATEMENTS OR INDUCEMENTS APART FROM THE FOREGOING WRITTEN AGREEMENT HAVE BEEN MADE.

Signature of Renter

Date

Please read the information above for accuracy. If everything is correct, sign and return this form, remembering to keep a copy for your own records. If changes need to be made, please call 270-393-0077 so revisions may be made.

I Understand & Agree to the above conditions.

This Contract is not complete without the signed Cave Rental Hold Harmless Agreement.

Signature of Renter

DATE: _____

Lost River Cave Representative

DATE: _____