

Usage Agreement, Moana Lanai (covered, open on 3 sides)

Name of Responsible Person: BARRY BLUM
Group/Organization if applicable: CONG. KONA BETH SHALOM
Phone numbers: H: 808 326-4192 C: 808 987-7417
Mailing address: 77-6502 MARLIN RD. K-K
e-mail address: golliard@hawaii.rr.com
Date & time of event: 8-24-24, 9:30 to 2:30
Planned activities: religious services
Number of people expected to attend: 20-35

Rules for Moana Lanai: When moving chairs or tables, lift—don't drag. No large gatherings or amplified music Monday-Friday during business hours. If usage involves food, clean table tops and take your trash to the dumpster near the Chinese restaurant. After event, return chairs and tables to previous arrangement.

Maximum capacity: 100 people

Furnishings/equipment: 4 long rectangular tables and 2 shorter ones, 3 medium-sized glass-topped tables and 1 small one, 50 chairs with cushions and approximately 50 stackable molded plastic chairs.

Microphones, sound equipment, DVD player and data projector can be provided for a fee of \$55 plus \$30 for the operator of the equipment.

✓ Kitchen use: \$15 per day, supplemental fee. When conveying food from the kitchen to the Moana Lanai, please consider using the narrow covered lanai on the south side of the building.

Presenter will be responsible for publicity and for collection of admission fees. After the event he/she will make sure the room is clean and orderly before departing.

A New Thought Center representative will serve as liaison, attending the event if it is open to the public. If not, the liaison will provide an orientation prior to the event. If a fee is charged, the liaison will be admitted free of charge. He/she will assist with opening and closing the room, arrangement of chairs and tables, lighting, ventilation, etc.

A rental fee of \$50 an hour (\$30 for a weekday event that ends by 4:30), plus supplemental fees if applicable, must be paid in advance, either by check mailed to the New Thought P.O. Box, or by PayPal via the NTCH website. For Paypal, click on the donate button, and note the name and date of the event. Please include 4.5% G.E.T. Fees are not refundable.

All day events: presenter is only required to pay rent for 6 hours, providing event ends by 6pm.

As presenter/agent for this event, I agree to rent the Moana Lanai under the conditions described above.

Signature: [Signature]

Date: 8-1-24

Submit this form by e-mail to Terry Browne, Event Coordinator, deadwoodterry@gmail.com or mail to New Thought Center of Hawaii, P.O. Box 333, Kealahou, HI 96750 Attention: Terry
For more information, call Terry at (808) 990-4701