



# FACILITIES LICENSE AGREEMENT / HOLLY ST

## Overview

WECU owns and operates offices including meeting rooms for its credit union activities and permits use of such offices and meeting rooms, free of charge, to local nonprofit organizations. Our not-for-profit, cooperative credit union is proud to support your work.

Reservations are booked on a first ask, first-served basis. WECU is unable to book a series of recurring events and to serve as many groups as possible, allows one use per group in any 30-day period. Reservation requests must be submitted Monday-Wednesday the week before the facilities' requested use. WECU reserves the right to turn down reservation requests from groups or organizations which could create controversy or friction among WECU Members. **Meetings are not open to the public and are not to be advertised as such.**

WECU grants access to use the premises as follows:

<b>Location of Premises</b>	WECU Holly St. Education Center
<b>Address</b>	511 East Holly Street, Bellingham, WA 98225
<b>Hours of Operation</b>	Monday-Thursday: 9am-5:30pm Friday: 9am-6pm WECU Education Centers are closed for major holidays. Visit <a href="http://wecu.com">wecu.com</a> for more details. <i>The facility is under alarm. Please do not enter or exit the building outside of the timeframe of your approved use.</i>

## Features

84 persons maximum by law • ADA-compliant • Onsite parking for 30 cars • Restrooms • Tables: 20 rectangular • 50 meeting-style formed plastic chairs • White board • Projection screen and projector • Kitchenette with sink, instant hot water dispenser

## Access

After reservation is confirmed by WECU staff, it is the user's responsibility to pick up the FOB during WECU business hours at our Home Loan Center located at 516 E. Holly Street Bellingham, WA 98225. Possession of FOB does not permit entrance during any time other than that reserved. If upon finishing use of the facility, the Home Loan Center staff are not available to return the FOB the user may return the FOB into the Night Drop located at 600 E Holly St.

## WECU WIFI and technology resources:

- Although it is WECU's intent to provide Wi-Fi for Ed Center users, it cannot be guaranteed.
- Please note, WECU is unable to provide technical support; please plan to provide any tech support you may need for your event.
- An HDMI cable allows use of the WECU projector which also provides audio. Please bring any other technology that your event may need.
- Please use WECU's Guest network and accept terms and conditions.

## General Terms & Conditions

- 1. Terms of License.** This license shall be effective as of the dates and times described in the request submission. Licensee shall promptly vacate the premises at the end of the license term as other groups may have reserved the facility prior or shortly after.
- 2. Terms of Use.** Licensee agrees that its use of the premises and facility is subject to the following terms and conditions:
  - A. Facility may not be used for "private" use such as anniversaries, birthday parties, or wedding receptions.
  - B. Licensee shall be responsible for any damages caused by the unauthorized use of such property or facility. Any misuse will be recorded and prohibit further use. If, upon entering or during use of the building, you find any

offending conditions, faulty systems, or damaged furnishings, please notify WECU in writing when you return the FOB.

- C. Licensee shall comply with all WECU policies, rules and regulations.
- D. Licensee shall comply with all applicable municipal, county, state and federal law and regulations.
- E. Licensee shall place no signs or temporary structure on the premises without obtaining advance written approval from WECU. Any signs or temporary structures placed on the premises by Licensee shall be promptly removed at the end of license term.
- F. Licensee expressly acknowledges that the sale, possession, consumption and use of alcoholic beverages, tobacco, and illegal drugs are forbidden on all WECU premises.
- G. Sales or collection fees are prohibited.
- H. Animals (other than Service Animals) are not allowed inside the building.
- I. Do not put pins or tape on any of the bare walls. Utilize grey textured tack boards affixed to the facility's wall for taping and using tacks.

**3. Indemnity.** As a condition of use of the Facilities, Licensee hereby expressly assumes all risks of its Activity and use of the premises and Facilities. WECU and its officers, directors, agents, members, and employees shall be free from all liability and claims for damages by reason of any injury allegedly sustained by any person or to any property that is in any way connected to Licensee's use of the premises. Licensee expressly agrees to defend, indemnify and hold harmless WECU, its officers, members, agents, and employees, from and against any and all actions, suits, demands, losses, claims and liabilities arising out of any such injuries or property loss, including attorneys' fees and all other costs of defending any claim.

**4. Limitation of Liability/Insurance.** Licensee warrants that it carries general liability, medical, and property insurance in amounts enough to cover the risks and exposures resulting from its use of the premises pursuant to the terms of this Agreement. Licensor shall not be liable for any personal bodily injury or property damage caused by or sustained by Licensee or any guest or invite of Licensee that occurs from its use of the premises.

**5. Unforeseen Events.** WECU shall have no obligation to make its premises and facilities available to Licensee by reason of inclement weather, strike, illness, any act or order of public authority, or other unforeseen event beyond the control of the Credit Union. In such an event, WECU shall have no liability to Licensee.

**6. General Provision.**

- A. WECU does not warrant or represent that the premises and facilities are safe and suitable for Licensee's purpose. Licensee expressly acknowledges for itself and for all persons who will be utilizing the premises and facilities in connection with Licensee's purposes that WECU is providing the premises and facilities on an "as is" basis.
- B. Assignment: This Agreement may not be assigned by either party.
- C. This License constitutes the entire Agreement between WECU and Licensee and there are no oral representations, warranties, and promises pertaining to this Agreement that are not contained in writing in this Agreement.

**I/We will hold WECU harmless for the loss or damage of any item left on WECU premises.**

**I/We have received one fob, to return to WECU as specified within this document. I/We understand there is a \$300.00 fee for a non-returned fob. I/We understand there will be a \$50 fee if the facility is not left in a clean state. I/We understand there will be a \$50 fee if an Alarm Call Out is made as a result of entering or exiting the facility outside the Hours of Operation.**