

444 Mt. Rushmore Rd., North, Rapid City, South Dakota 57701-1197 • 605/394-4115

November 26, 2005

Rapid City Personnel Department Keith L'Esperance 300 6th Street Rapid City, SD 57701

Dear Keith:

Enclosed are Contract Numbers 6501, 6502, 6503, 6504, and 6505 between the Rushmore Plaza Civic Center and Rapid City Personnel Department.

Special services and equipment such as security, audio/visual, garbage disposal, stagehand fees, catering, telephone charges, etc. will be invoiced following the event.

Please sign both copies of the contract and return them to the Rushmore Plaza Civic Center. A fully executed copy of the contract will be sent to you for your files.

Should your event cancel, refunding of any monies held must be requested at least one month prior to the event. No refund will be made if this time period is shorter than one month.

Thank you for utilizing the facilities at the Rushmore Plaza Civic Center. I look forward to working with you. If you have any questions, please contact me at (605) 394-4115.

Sincerely,

Brian Maliske General Manager



### SPACE LEASE AGREEMENT

Agreement made November 26, 2005, between the Rushmore Plaza Civic Center, an agency of the City of Rapid City, South Dakota (Lessor) and the Rapid City Personnel Department (Lessee), for the use of that portion of the Lessor's premises described below:

### Brown Bag Luncheon

Alpine Room – January 17, 2006-1 Event Day @ \$125.00/day = \$125.00 (Fee waived) **TOTAL RENT = \$125.00 (Fee waived)** 

\*\*Room Rent is waived assuming Food and Beverage is purchased through RPCC.\*\*

Lessee is entitled to use and occupy the above premises from 8 a.m. on the above date(s), until 11:59 p.m. on the above date(s).

In consideration for the use of the above described space, Lessee agrees to pay Lessor the sum of \$125.00 (fee waived).

Tables, chairs & set-up are included in the rental fee.

If banquet or reception functions are requested for this event, then the Food and Beverage Addendum must be signed, and hereby constitutes an integral and inseparable portion of this contract.

Special services and equipment: stagehand fees, event staff and security personnel, parking security, ticket takers, ushers, firemen, police, EMT's, special equipment, special lighting, special electrical requirements, garbage disposal, spotlights, staging, carpet, telephone service, booth service, food and beverage service, and other special equipment and services, as applicable, which are not included in this space lease agreement - shall be invoiced following the event or paid by lessee in settlement. All accounts over thirty days past due will be charged 1 1/2% interest per month/18% APR.

The Rushmore Plaza Civic Center assumes no responsibility whatsoever for any property placed on the premises and is hereby released from any liability of any kind for loss or damage of any such property. Watchman or other protective service desired by Lessee must be arranged by special agreement with Lessor and paid for by Lessee.

| Lessee:    | Rapid City Personnel Department |       |          |
|------------|---------------------------------|-------|----------|
| Ву:        | (D) Enjurance                   | Date: | 11-30-05 |
| Print Name | **                              |       |          |
| Lessor:    |                                 | Date: |          |
|            | Brian Maliske                   |       |          |
|            | General Manager                 |       |          |



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#### **Brown Bag Luncheon**

Alpine Room -- March 16, 2006- 1 Event Day @ \$125.00/day = \$125.00 (Fee waived)

TOTAL RENT = \$125.00 (Fee waived)

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|-------------|----------------------------------|---------|--|
| Ву:         |                                  | Date:   |  |
| Print Name: |                                  | -       |  |
| Lessor:     | Brian Maliske<br>General Manager | _ Date: |  |



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#### **Brown Bag Luncheon**

Alpine Room – May 18, 2006-1 Event Day @ \$125.00/day = \$125.00 (Fee waived)

TOTAL RENT = \$125.00 (Fee waived)

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| Print Name: |                                 |       |   |
| Lessor:     | Brian Maliske                   | Date: | • |
|             | General Manager                 |       |   |



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### **Brown Bag Luncheon**

Alpine Room – September 19, 2006-1 Event Day @ \$125.00/day = \$125.00 (Fee waived)

TOTAL RENT = \$125.00 (Fee waived)

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| Rapid City Personnel Department |       |                      |
|---------------------------------|-------|----------------------|
|                                 | Date: |                      |
|                                 |       |                      |
| Brian Maliske                   | Date: |                      |
|                                 |       | Date:  Brian Maliske |



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| Lessor:     |                                 | Date: |  |
|             | Brian Maliske General Manager   |       |  |