

## **Mariposa Institute Day Use Rental Agreement**

Welcome to Mariposa! We are so excited to share our home with you! Please read over this document and reach out to us with any questions or concerns before filling it out and completing your booking.

This agreement facilitates access to the following facilities: kitchen/ dining room, yurt, and bathrooms as well as the meadow, playground and labyrinth.

Name of Organization and/ or Individual: \_\_\_\_\_

Dates of Use \_\_\_\_\_

Expected Arrival Time: \_\_\_\_\_

Expected Departure Time: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

Number of Participants (including facilitators): \_\_\_\_\_

Number of Days: \_\_\_\_\_

Approximate # of Cars (please encourage carpooling!): \_\_\_\_\_

Fee\*: \_\_\_\_\_

\*Mariposa is available for use at the following **per person** rates:

\$15/day per day

\$5/ 2 hours

Fee can be calculated by multiplying the number of participants by the number of nights and/or days and or/ hours of anticipated use.

### **Agreements:**

I understand and agree to the following:

(Please initial after each)

- Mariposa is a home, as well as a retreat center! Residents' privacy will be respected by all guests at all times. \_\_\_\_\_
- Intoxicants are not permitted on the premises \_\_\_\_\_
- No smoking/ open flames allowed during the dry season (typically May through October/varies season to season) \_\_\_\_\_
- Quiet hours (no loud noises) will be observed from 9 PM - 8 AM Sunday - Thursday and 10 PM - 8 AM Friday and Saturday. \_\_\_\_\_
- Bathrooms are gender neutral \_\_\_\_\_
- There are two main dorm rooms, though other sleeping spaces may be arranged with the retreat coordinator in advance \_\_\_\_\_
- I am responsible for any cooking arrangements, as well as for cleaning the kitchen afterwards \_\_\_\_\_

- Event participants may access the laundry room at times established in advance with the retreat coordinator. \_\_\_\_\_
- I may use the facilities as specified in the rental agreement with the express understanding that I accept full responsibility for myself and those who attend my event. I hereby waive and release Mariposa Institute, its employees, agents, officers and directors from any and all claims arising from my activities at Mariposa Institute, and indemnify and hold Mariposa Institute harmless from and against any and all liabilities, expenses or judgments, including attorneys' fees and court costs there from. I also understand that this release relates to all claims and liability resulting from unforeseen hazards. \_\_\_\_\_

### **Confirming Booking**

In order to confirm your booking, please:

- Read and sign this form and submit it to the retreat coordinator via [mariposainstitute@gmail.com](mailto:mariposainstitute@gmail.com)
- Submit a non-refundable booking deposit. A deposit of \$25 is due at the time this form is submitted. Deposits can be submitted to the retreat coordinator in person or via PayPal using [mariposainstitute@gmail.com](mailto:mariposainstitute@gmail.com).
- Submit a Certificate of Liability Insurance Form from my insurance carrier, for the above dates naming Mariposa Institute as a holder or have all participants sign [Hold Harmless Agreement](#) at or before arrival.

### **Completing Payment**

The balance of the rental fee will be due upon arrival, unless another arrangement has been made with the retreat coordinator in advance. Payment can be submitted to the retreat coordinator in person or via PayPal using [mariposainstitute@gmail.com](mailto:mariposainstitute@gmail.com).

I have read this entire document and fully understand and agree to the contents. My signature indicates my agreement and that I have satisfied my questions and concerns.

Printed Name of Organization (if applicable)

---

Printed Name of Individual Responsible

---

Signature

---

Date

---

