



Dorm Rental Agreement
Office Hours 9am-5pm Mon-Fri
9711 Kenai Spur Hwy
Kenai, Ak 99669

Updated July 2025
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Date Invoice # _____ Sent: _____

Booking Information

Group Name: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____

Contact Name: _____ Phone: _____ Cell: _____

Email Address: _____

On-Site Contact: _____ Cell: _____

Dorm Rates

Base Dorm Rate: \$450.00 per dorm per night

Additional Occupancy Fee: \$25.00 per person per dorm for more than 19 people

After-Hours Check-In (*after 5:00pm*): \$50.00

Late Check-Out (*if available, 1:00pm*): \$155.00

Add-Ons:

- **Kitchen:** \$315
- **Eating Area:** \$185

Dorm Rental Details

Date(s) of Stay: _____ Total Nights: _____

Check-In Time: ☐ 1:00pm–5:00pm ☐ After 5:00pm (\$50 After-Hours Fee Applies)

Check-Out Time: 8:00am next day ☐ Request Late Checkout 1:00pm

Dorm Rooms Needed:

- ☐ Dorm 1 (Girls)
☐ Dorm 2 (Boys)

Eating Area Needed:

- ☐ Yes
☐ No

Kitchen Needed:

- ☐ Yes
☐ No

Total Cost:

Dorm Cost: \$ _____ Add-On: \$ _____ Taxes: \$ _____ Total: \$ _____

Challenger Learning Center of Alaska Overnight Dorm Rental Agreement

The Challenger Learning Center of Alaska (CLCA) is pleased to enter into agreement with

(responsible party) _____ for the date(s) of _____
for use of CLCA facility and/or property as specified solely within signed agreement and subject to the following terms and conditions.

IMPORTANT, please note that:

We frequently have groups arriving on the same day, others are departing. Because of this, **it's essential to adhere strictly to all scheduled times.**

Check-In time is from 1pm-5pm unless other arrangements are made ahead of time. If you arrive after 5pm, additional fees may be applied.

Check-Out out of the dorms by **8:00** am unless your group has booked an additional late check out. Those details **MUST** be made prior to your stay to ensure we have staff available and no conflicts.

Dorm rentals only include the lounge areas attached with couches, bathrooms, and showers. Common areas are not part of your rental. Chairs and Tables will not be accommodated in common areas.

Any use of the kitchen must be reserved and added to your rental.

Dorm Rental Agreement

1. Limited License

CLCA grants to the above-listed person(s) the use of the Ted and Catherine Stevens Center for Science and Technology Education solely on the event date(s) and during the event hours as specified within the signed agreement. Signee will be held responsible, financially and otherwise in accordance with the Terms and Conditions attached to this Agreement.

2. Fees and Deposits

To secure a reservation, the Facility Renter must submit a deposit equal to half (1/2) of the total event cost or \$100.00—whichever amount is greater—along with a \$200.00 cleaning deposit. The remaining balance is due no later than 30 days before the scheduled event. CLCA will not confirm the event date(s) or time(s) until the required deposit is received. For events booked less than 30 days in advance, full payment is required within 48 hours of scheduling. Any changes made to the signed agreement within 30 days of the event will incur a \$25.00 processing fee.

3. Cancellations

If a rental is canceled **30 days or more before** the event date, a full refund will be issued minus a \$25 processing fee. Refunds will be processed within **21 days** of receiving written notice. Cancellations made **less than 30 days** before the event will be charged 50% of the total event cost, in addition to a \$25 processing fee. In the event of severe weather, exceptions may be considered on a case-by-case basis.

Facility Usage Agreement

1. No Warranty

Facilities are provided AS IS, WHERE IS, and without warranty.

2. Indemnification

Signee agrees that it shall indemnify, defend and hold harmless CLCA and its employees, officers, and Board of Directors, from and against any and all damage, loss, claims, suits, demands, actions, fines, damages, liabilities, costs, and expenses (including, without limitation, reasonable attorney's fees) arising out of signee's use of the facility, including any acts or omissions of signee, its agents, contractors, employees, invitees, servants or subcontractors. Signee shall provide CLCA immediate notice of any injury or damage to persons or property in, to, or around the facility or property of CLCA.

3. Right of Entry

CLCA and those persons authorized by it shall have the right to enter the facility at all times for any purpose as well as at any time in the event of an emergency involving possible injury to property or persons in or around the facility.

4. Revocation

CLCA reserves the right to terminate this agreement at any time with no notice.

5. Use of Facility

- Hours of operation are Monday–Friday, 9:00am–5:00pm. Use of facility outside of regular hours of operation must be scheduled in advance and subject to approval and additional charges.
- Renters shall not have access to areas not covered under the contract agreement.
- Grilling of any kind is strictly prohibited inside the building and is permitted only in designated outdoor areas.
- Cooking and eating are allowed only in designated areas.
- No moving or re-arranging of Lobby furniture unless authorized.
- No Smoking allowed in the building. Designated smoking areas are outside the North and South exits and are clearly marked. Cigarette receptacles are provided for your use. Disposal of cigarette butts or trash on the grounds of this facility is required before leaving. Violators of this policy will be charged a \$1000.00 fee.
- Renter will comply with all Federal, State, and local laws.
- All passageways and fire exits will remain clear at all times.
- All trash and personal property must be removed upon completion of your rental. Please dispose of regular trash items in the provided dumpster. For unusual trash items, please remove them from the property. Your cleaning deposit will be refunded upon inspection and approval within twenty-one (21) days following your event. Failure to remove trash and personal belongings will result in a per-bag fee of \$50.00.
- Damage occurring during contracted event date(s)/times is the responsibility of the signee. CLCA will repair damage at the signee's expense.
- CLCA is not responsible for any lost or stolen items that your party/participants bring.

6. Use of Kitchen

- Included in the kitchen rental is the use of the refrigerator, freezer, ice maker, and 4-burner stove with oven. Specific instructions on the use of appliances will be made available to those groups renting kitchens.
- Signee is responsible for the condition of the kitchen even with the hire of a caterer.

Miscellaneous

- Entire Agreement; Governing Law: This agreement, together with any attachments hereto, contains the complete agreement of the parties concerning the subject matter and supersedes any prior oral or written understanding, representations, or agreements pertaining thereto which have not been incorporated herein. This agreement shall be construed and governed by the laws of the State of Alaska, without regard to its conflicts of law provisions.
- No Amendment: No amendment or modification to this License shall be binding upon CLCA unless the same is in writing.
- License Only: This agreement shall be deemed to create only the relationship of licensor-licensee between the parties and shall, in no event, be deemed to create any other relationship, including without limitation landlord-tenant, principal-agent, master-servant, employer-employee, or partner-joint-venture.
- No Assignment: This agreement is for the sole benefit of the signee and CLCA. Signee may not assign or transfer its obligations or rights under this agreement. Any assignment or transfer contrary to the provisions of this paragraph shall be null and void.
- Enforcement: Signee shall be responsible for all costs, expenses, and reasonable attorney's fees incurred by CLCA in enforcing this agreement, in the event CLCA prevails in any such enforcement.

*Please make sure to read over your Facility Rental contract to ensure that you have the amenities you will need. If you think you need to add something, please let us know and we will add it to your contract.

Failure to leave the facility in the condition you found it may result in cleaning and replacement charges. CLCA reserves the right to refuse future bookings from groups who do not comply with this policy.

I hereby understand and agree to the above terms and conditions.

Signature _____ Date _____