

## Tribe Studio Use Terms

**Reserved Time.** Member will have exclusive, reserved use of the Space. There is a complimentary 30-minute buffer before your start time and a complimentary 30-minute buffer after the scheduled time, during which time Member may access the Space for set-up and clean-up.

**Space Use Fees.** The following Space usage fees apply and are subject to change with 45 days advance notice:

One-time events:

- 2 to 4-hour event: \$20/hour
- Full-day (8 am – 5 pm) event: \$175
- 2-day (8 am – 5 pm each day) event: \$300
- 3-day (8 am – 5 pm each day) event: \$425

Recurring events:

- Weekly recurring 1-hour time slot: \$10/hour (minimum 4 weeks)
- Monthly recurring 1-hour time slot: \$15/hour (minimum 3 months)

### **Deposit and Balance Due Dates.**

Member must pay Tribe the following non-refundable deposit to hold the Space for the reserved time on the Tribe calendar: One-time events:

- 2 to 4-hour event: \$20
- Full-day event: \$50
- 2-day event: \$100
- 3-day event: \$150

Recurring events: prepaid for duration of agreed term

Tribe will send an invoice at the time the reservation is made which is due 30 days before the event. If the balance is not paid by the due date the event(s) will be removed from the Tribe calendar and the Space made available for booking. If the Space is booked less than 30 days before the event date, the full Space use fee is due at the time of booking.

**Tribe Membership and Fee.** Use of the Space is available only to members of Tribe Healing Collective. If Member is not already a Tribe Healing Collective member, Member must join Tribe Healing Collective and maintain a monthly membership until the date of the event. If membership is not maintained, the reserved Hour(s), Day(s), or event date will be removed from the Tribe calendar, and Member will not be permitted to use the Space and forfeit the fees paid.

**Change of Event Date and (or) Time:** If Member wishes to change their hour(s), day(s) or event date, they must give the Tribe Events Coordinator 30 days' notice; and any change is contingent on Space availability and subject to a \$25 administrative change fee.

**Early Event Cancellation.** If Member wishes to cancel their event they must notify the Tribe Events Coordinator 30 days before the event. The Deposit paid to reserve the space is non-refundable.

**Late Event Cancellation:** If Event is cancelled once the balance is paid, the fees are non-refundable. Tribe asks that Member notify the Tribe Events Coordinator if Member decides not to use the Space during the reserved hours listed above. While voluntary non-use of the Space will not affect the Fees, courtesy notice to Tribe of planned non-use is appreciated. Member is responsible for announcing that the event is cancelled to potential attendees, and taking proactive measures to ensure attendees and Tribe members onsite are notified in the event of a last-minute cancellation.

**Communication with Tribe.** In the event Member has any questions about the Space or these terms, Member should contact the Tribe Events Coordinator at [tribe1819events@gmail.com](mailto:tribe1819events@gmail.com)

**Care of the Space.** To help keep Space clean for its various uses, Members and their guests must remove shoes while using the Space. Tables, chairs, and pillows are available for Member's use in the Space. Member must return all such items to their proper storage spaces and sweep the floor during the buffer period after each meeting in the Space. A soft broom and supplies are located in the storage closet behind the classroom. If Member notices any problems with the Space, Member should contact the Tribe Events Coordinator immediately.

**Force Majeure.** Neither party will be liable for delay or failure to perform its obligations under this signed Studio Use Agreement in whole or in part due to a force majeure event which is defined for purposes of that agreement as war, terrorism, cyberterrorism, civil unrest, flood, act of God, power failure court order, governmental action, or fire.

**Indemnification.** Member will indemnify and hold harmless Tribe from any claim, loss, damage, expense (including reasonable attorneys' fees), or liability incurred or threatened to be incurred by Tribe as the result of any action taken or not taken, negligent or otherwise, by Member under this Agreement, including acts or omissions arising from use of the Space by Member or its guests.

**Dispute Resolution.** The parties agree that this Agreement will be interpreted under the laws of the State of Illinois without reference to Illinois conflict of laws provisions. The parties agree that, as to any dispute arising out of or under this Agreement, the parties will negotiate in good faith to reach a resolution. If the parties are unable to resolve the dispute through negotiation, then either party may bring an action in a court located in Cook County, Illinois or, if a federal action, in the Northern District of Illinois. The parties hereby agree to submit to the jurisdiction of and venue in such courts and waive any argument of inconvenient forum.