

BROKEN ARROW  PUBLIC SCHOOLS
Educating Today *Leading Tomorrow*

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 4.22.2022

Contract/Agreement Vendor:
Name of Vendor & Contact Person

Vendor Email Address

Admission Fee
Describe Contract (Technology, program, consultant-prof Development, etc.)
Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date

Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO
If yes, Technology Admin:

Leadership Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent
 Action

B&A Summer Camp students will go to Main Event in June and July for field trips. Students and Staff will receive pizza, fountain drink, funcard, and 4 hours of all you can play activities. The cost is \$18.95 per person

Summary *This area must be complete with full explanation of contract*

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

Event Changes:

FINAL CHANGES AND CANCELLATION POLICY: Final guest count and all changes due five days prior to the event. At this point contract is final and guaranteed and will reflect payment due at time of event.

If event is cancelled before thirty (30) days from its scheduled date, the initial deposit will be refunded in full.

Any cancellation within thirty (30) days of the scheduled event will result in a forfeiture of the total amount of the initial deposit.

CORONAVIRUS DISEASE 2019 (COVID-19) PROVISION: For this event only, and on non-precedent basis a group cancelling their event may cite the Coronavirus Disease 2019 (COVID-19) and receive the following special provisions after venue opening:

Cancellation within 24 hours of the start of event:

Main Event will retain 100% of funds paid to date. 25% of the total contracted event will be forfeited. The remaining amount on file may be used as an event credit for a future event of greater or equal value that takes place within (12) months from the original event date.

Cancellation 2-7 Days from the event:

Main Event will transfer 100% of payment on file as credit for future event. Rescheduled events credit will be available within (12) months from the original event date or for non-rescheduled events, 50% of the total contracted event will be forfeited and the remainder payment on file can be refunded for all non-facility buyout events.

Cancellation 8-30 Days from the event date:

Main Event will retain 50% of the funds paid to date and 50% of the remaining amount will be refunded for all non-facility buyout events. The funds retained by Main Event may be used as an event credit for a future event of greater or equal value that takes place within (12) months from the original event date.

***Full facility buyouts will receive 100% of payment on file as credit to be used for a future event only.**

Unless otherwise stated, event deposits non refundable

Safety Measures:

Event hosts and guests will be subject to any social distancing measures and other Covid-19 related safety measures in place at the time of their event.

Please note the following:

No outside food & drink except birthday cake. Ice Cream and Ice Cream Cake are NOT permitted.

Must be 42" or taller for Rock Climbing and have a waiver signed by parent or legal guardian. Must be 48" or taller for Gravity Ropes. Must be 48" or taller for Laser Tag.

Client Signature: _____ Date: _____

The signature above agrees to the above terms and further authorizes Main Event Entertainment, Inc to charge the initial deposit to the credit card on file.

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