

Contract Committee Review Request  
 MUST BE COMPLETED IN FULL

Date: 1/27/2022

Contract/Agreement Vendor: Casino Nights LLC

Name of Vendor		
Tina Burk		918-606-8939
Contact Person		Phone Number
7122 S Sheridan Rd Box 2-245		
Address		
Tulsa	OK	74133
City	State	Zip
letsruis@yahoo.com or jack@casinonightsllc.com		
Email address – if vendor wants the agreement returned via email		

IS THIS A NEW VENDOR? IF SO, PLEASE PROVIDE :  
**W9** \_\_\_\_\_  
 And  
**Vendor Registration**  
 \_\_\_\_\_

Person Submitting Contract/Agreement for Review: Christian Welborn      720  
Name      Site

Reason for Review: (New Agreement, Renewal...): New Agreement

Audience/Group to benefit from Contract/Agreement: Graduating Seniors

**Routing Approval: PLEASE SEND TO APPROPRIATE LEADERSHIP TEAM MEMBER BEFORE SENDING TO Karen Steitz**

Principal **and** Director or Administrator: Christian Welborn  
Signature

Does this Contract/Agreement utilize technology?    No     Yes   
 Has it been reviewed by the Chief Technology Officer?    No     Yes

If yes, Approved by: \_\_\_\_\_  
(Signature) Ben Stout, Chief Technology Officer

Leadership Team (formally Cabinet Member): [Signature]  
Signature

Funding Source: \_\_\_\_\_  
Description      OCAS Coding

- Process:      PLEASE FOLLOW ALL STEPS
1. The Contract/Agreement is reviewed and approved by site Principal/ Director/Administrator
  2. If Technology related, the Contract/Agreement is reviewed by Ben Stout, Chief Technology Officer
  3. Prepare Board Agenda Memorandum and attach to Contract/Agreement.
  4. Begin the requisition process and place a comment in the Notes section that says, "Please hold req pending board approval on February 7, 2022 "  
Date of Board Meeting
  5. Attach this form with Contract/Agreement and Board Memo
  6. **The appropriate Leadership Team Member will review and submit to the Contract Committee**
  7. Keep copy for your records

*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 8:30a.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 Karen Steitz. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*

## MEMORANDUM

To: Mr. Chuck Perry

From: Christian Welborn

Date: February 7, 2022

Re: Casino Nights LLC

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### **SUBJECT**

Discussion, motion and vote on motion to approve or disapprove the agreement between Casino Nights LLC and Broken Arrow Public Schools to serve as entertainment for project graduation at a rate of \$4480. C. Welborn

### **ENCLOSURE/ATTACHMENTS**

Agreement

### **SUMMARY**

Casino Nights LLC will provide entertainment for project graduation on May 16, 2022.

### **FUNDING**

Activity Funds

### **RECOMMENDATION**

Approve



**Casino Nights LLC**  
 7122 S Sheridan Rd Box 2-245  
 Tulsa, OK 74133  
 P: (918) 260-7071  
 jack@casinonightsllc.com  
 CasinoNightsLLC.com

**Tina Burk**  
 (918) 606-8939  
 letscruis@yahoo.com

**QUOTE**  
 Quote #219740873

**Contact**

Christian Welborn  
 (918) 259-8571  
 cwelborn@baschools.org  
 1901 E Albany St, Broken Arrow, OK 74012

**Event Information**

May 16, 2022 Broken Arrow High School  
 Monday, May 16 10:30 PM - Tuesday, May 17, 2022 2:00 AM  
 CDT




**Location / Venue**

Broken Arrow High School  
 1901 E Albany St, Broken Arrow, OK 74012

**Day of Contact**

Christian Welborn  
 (918) 259-8571

**Rental Items** 5/16/2022 - 5/17/2022

Description	Qty	Unit	Total
 <p><b>Black Jack Table</b>            Height: 42 in. · Length: 52 in. · Width: 40 in.            Blackjack table with dealer in uniform and all the equipment associated with the game            Monday, 5/16 [10:30 PM CDT for 3.5 hours]</p>	11	\$255.00	\$2,805.00
 <p><b>Large Craps Table</b>            Height: 35 in. · Length: 9 ft. · Width: 40 in.            Large Craps table with 2 dealers in uniform and all the equipment associated with the game, you might want to use the crate we deliver it in as part of your decor'.            Monday, 5/16 [10:30 PM CDT for 3.5 hours]</p>	2	\$455.00	\$910.00
 <p><b>Roulette Table</b>            Height: 29 in. · Length: 8 ft. · Width: 4 ft.            Roulette table with dealer in uniform and all the equipment associated with the game            Monday, 5/16 [10:30 PM CDT for 3.5 hours]</p>	3	\$255.00	\$765.00

**Logistics**

Description	Qty	Unit	Total
<p><b>Delivery in town (Drop-Off)</b>            Setup 30 to 1 hour before event.            Monday, 5/16 [TBD]            1901 E Albany St, Broken Arrow, OK 74012</p>	1	\$0.00	\$0.00
<p><b>Pickup in town (Pickup)</b>            After the events ends            Tuesday, 5/17 [TBD]            1901 E Albany St, Broken Arrow, OK 74012</p>	1	\$0.00	\$0.00

**Make checks payable to:**  
 Casino Nights LLC  
 7122 S Sheridan Rd #245, Tulsa, OK 74133  
 Memo: Invoice #219740873

**Totals**

Subtotal	\$4,480.00
Tax	\$0.00
<b>Total*</b>	<b>\$4,480.00</b>
Due on Signature	\$2,240.00
Due by May 16, 2022	\$2,240.00
<b>Remaining Balance*</b>	<b>\$4,480.00</b>

\*Additional convenience fees may apply\*

## Terms & Conditions

A retainer of 50% of the total contract shall be due 10 days prior to the event and the balance shall be paid on the day of the event.

## Payment Policy

A **50.00% deposit** is required to confirm your contract and full payment will be due **0 days** prior to delivery/pickup/install.

Additional fees will apply for credit card and e-check/ACH payments.

## General Cancellation Policy

To ensure availability of all services and products, deposits are non-refundable. You may remove one or more item(s) from your order, or cancel your entire order, according to the following schedule, but the following cancellation fees will apply, subject to any category-specific cancellation policies:

- 61 days prior: no cancellation fee
- 60 days prior: 0% of contract total, less deposit (if refundable)
- 30 days prior: 10% of contract total, less deposit (if refundable)
- 3 days prior: 100% of contract total, and your deposit will not be refunded

Days prior refers to the number of days before the earliest delivery/pickup/setup/arrival time.

Signature

Printed Name

Date