



Facility Use Agreement

This Facility Use Agreement is entered into as of _____, 20____ by and between the facility named below (“Facility”) and Healing Touch for Animals® (“HTA”).

FACILITY CONTACT INFORMATION

Name: _____ Website: _____
Address: _____
City: _____ State/Province: _____ Zip/Postal Code: _____ Country: _____
Contact Person: _____ Phone #: _____ Fax #: _____
Email Address: _____

HEALING TOUCH FOR ANIMALS® COORDINATOR CONTACT INFORMATION

Name: _____ (“HTA Coordinator”) Email Address: _____
Phone #: _____ Cell #: _____ Fax #: _____

FACILITY USAGE INFORMATION (“the Space”)

Introduction/Fundamentals Class

Level _____ Day/Date: _____ Start Time: _____ End Time: _____
Special Instructions (if any): _____

Small Animal Class

Level _____ Day/Date: _____ Start Time: _____ End Time: _____
Special Instructions (if any): _____

Large Animal Class

Level _____ Day/Date: _____ Start Time: _____ End Time: _____
Special Instructions (if any): _____

This Facility Use Agreement shall also extend to the following date(s) for subsequent Healing Touch for Animals® course(s):

Intro/Fundamentals Class Level(s) _____ Date(s) _____
Small Animal Class Level(s) _____ Date(s) _____
Large Animal Class Level(s) _____ Date(s) _____

Facility _____ HTA _____



COURSE SPECIFICS

Facility shall give HTA exclusive use of the “Space” during the dates and times listed on page three below. Facility shall allow HTA adequate time for set-up and clean-up beyond the course schedule.

Course Scholarship in lieu of fee? Yes No

Facility Fee Total: _____ Deposit Amount: _____ Deposit Due by: _____

Deposit will be **EITHER** refunded to HTA Yes No **OR** applied to the total due. Yes No

Checks will be payable to: _____

Certificate of Liability Insurance requested: No **OR** to be sent to Facility via Email Fax Mail

In the unlikely event that HTA cancels a course, Facility shall refund any paid deposit. HTA shall provide notice of the cancellation as soon as possible.

A Facility manager, or designated staff, shall be present onsite throughout the scheduled course unless other arrangements have been made in advance with the HTA Coordinator (noted under Special Instructions, below).

Facility shall ensure that the Space is clean upon HTA arrival. HTA shall ensure that the Space is in the same condition at the end of the course.

Facility shall provide adequate restrooms (minimum two) for course participants unless other arrangements have been made in advance with the HTA Coordinator (noted under Special Instructions, below).

Facility shall provide enough chairs for each course participant (minimum of 40) and three tables for the HTA Coordinator’s use during the course unless other arrangements have been made in advance with the HTA Coordinator (noted under Special Instructions, below).

The HTA Coordinator shall provide beverages and snacks for course participants, which Facility shall allow at the Space unless other arrangements have been made in advance with the HTA Coordinator (noted under Special Instructions, below).

HTA understands that Facility may want to promote its programs to HTA course participants. Facility shall not solicit class participants, however, if interested, HTA class participants may request to be added to the Facility contact list.

Facility requires use of its form contract: Yes **OR** No If “yes,” and there are any inconsistencies between that contract and this Facility Use Agreement, this Facility Use Agreement takes precedence.

Small Animal Class

HTA encourages its course participants to bring their well behaved dogs to the Small Animal Class providing they are parasite free. HTA shall require dogs to be on leash at all times, except in the Space as needed during the course. Facility shall allow dogs in the Space and provide an outside area where dogs can be walked and relieved throughout the day. HTA shall provide adequate breaks and bags to clean up after the dogs.

Large Animal Class

Facility shall provide 10-15 horses (one horse per three-four course participants) for the Large Animal Class unless other arrangements have been made in advance with the HTA Coordinator (noted under Special Instructions, below). No later than the morning before the Large Animal Class, the HTA Coordinator and Facility manager, or designated staff, shall review location of stalls, halters and lead ropes for the horses to be used during the class. Facility shall provide a history of each horse, noting any health conditions or concerns. Class participants shall be responsible for leading the horses in and out of the Space arena throughout the Large Animal Class. HTA shall allow adequate breaks for horses.

Facility _____ HTA _____



FACILITY

Signature: _____

Date: _____

Print Name/Title: _____

HTA COORDINATOR

Signature: _____

Date: _____

Print Name: _____