

# AGREEMENT FOR SHORT-TERM USE OF NON-UNIVERSITY SPACE OR FACILITIES

PURCHASE ORDER NO. \_\_\_\_\_

**THIS AGREEMENT FOR THE USE OF THE SPACE OR FACILITIES HEREIN DESCRIBED IS ENTERED INTO BETWEEN THE UNIVERSITY OF HAWAII AND THE DESIGNATED SPACE/FACILITY PROVIDER FOR THE PURPOSE HEREIN SPECIFIED UPON THE TERMS AND CONDITIONS SET FORTH BELOW, INCLUDING ANY SPECIAL PROVISIONS ADDED HERETO.**

<b>1. UNIVERSITY DEPT/CAMPUS:</b>	
<b>2. PROVIDER OF SPACE/FACILITIES (Name &amp; Address):</b>	<b>2a. AUTHORIZED REPRESENTATIVE (Name &amp; Address):</b>
<b>3. IDENTIFICATION/LOCATION OF SPACE/FACILITY (Name, address, room, etc.):</b>	
<b>4. PURPOSE OF USE:</b>	
<b>5. DATES AND HOURS OF USE:</b>	
<b>6. PAYMENT:</b>	
Rent/Use Fee:	\$ _____
Other Charges (if applicable):	\$ _____
<b>TOTAL PAYMENT</b>	<b>\$ _____</b>
<b>7. SPECIAL PROVISIONS (if applicable):</b>	
<b>8. TERMINATION: UNIVERSITY MAY TERMINATE OR CANCEL THIS AGREEMENT, WITHOUT LIABILITY FOR ANY RENT/USE FEE OR OTHER CHARGES, BY PROVIDING AT LEAST SEVEN (7) DAYS WRITTEN NOTICE TO THE PROVIDER OF THE SPACE AND/OR FACILITIES HEREIN DESCRIBED PRIOR TO THE COMMENCEMENT DATE OF THE UNIVERSITY'S SCHEDULED USE.</b>	
<b>9. LIABILITY: THE PROVIDER OF THE SPACE AND/OR FACILITIES DESCRIBED HEREIN SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE UNIVERSITY, ITS OFFICERS AND EMPLOYEES FROM AND AGAINST ALL LIABILITY FOR DAMAGES OR INJURIES ARISING OUT OF OR RESULTING FROM THE ACTS OR OMISSIONS OF PROVIDER OR PROVIDER'S EMPLOYEES, OFFICERS OR AGENTS UNDER THIS AGREEMENT. THE UNIVERSITY SHALL BE RESPONSIBLE FOR DAMAGES OR INJURY CAUSED BY THE UNIVERSITY'S OFFICERS AND EMPLOYEES IN THE COURSE OF THEIR EMPLOYMENT TO THE EXTENT THAT THE UNIVERSITY'S LIABILITY FOR SUCH DAMAGE OR INJURY HAS BEEN DETERMINED BY A COURT OR OTHERWISE AGREED TO BY THE UNIVERSITY, AND THE UNIVERSITY SHALL PAY FOR SUCH DAMAGES AND INJURY TO THE EXTENT PERMITTED BY LAW. THE PROVISIONS OF THIS PARAGRAPH SHALL REMAIN IN FULL FORCE AND EFFECT NOTWITHSTANDING THE EXPIRATION OR EARLY TERMINATION OF THIS AGREEMENT.</b>	
<b>EXECUTION OF AGREEMENT</b>	
<b>SPACE/FACILITY PROVIDER</b>	<b>UNIVERSITY OF HAWAII</b>
_____ ITS	_____ ITS
_____ DATE	_____ DATE