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President, Ramona J. Nelson
Vice President, Ellen Young Thomas
Secretary/Treasurer, Lucy Antone
Land Board, Davina Spencer
Community Service Coordinator, Jay Chee
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THE NAVAJO NATION

TSAYATOH CHAPTER

Post Office Box 86 · Mentmore, NM 87319
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TSAYATOH CHAPTER

APPROVING AND ADOPTING THE TSAYATOH CHAPTER REVISED FACILITY USAGE AGREEMENT POLICY AND PROCEDURES.

Resolution No. TSA2024-11-010

WHEREAS:

1. Tsayatoh Chapter is a Local Governance Certified Chapter of the Navajo Nation, 26 NNC § 101 et seq. with delegated authority and responsibility to promote, to receive, to act upon and protect the interest and general welfare of its constituents and to interact with other entities of the Navajo Nation, Federal and Local Government Agencies that serve and affect the Tsayatoh Chapter; and
2. Tsayatoh Chapter has a Revised Facility Usage Agreement Policy in place, however, has received a copy of a Department of Justice (DOJ) approved policy; and
3. The proposed change is to adopt the Revised Facility Usage Agreement Policy issued by DOJ and Division of Community Development; and
4. Tsayatoh Chapter community is supporting the action to approve the Revised Facility Usage Agreement Policy and Procedures to be put into action upon approval.


NOW THEREFORE BE IT RESOVED THAT:


1. Tsayatoh Chapter approves and adopts the DOJ-approved the Revised Facility Usage Agreement Policy and Procedures.
2. Tsayatoh Chapter reviewed the revised policy on November 17, 2024, and determined it is in the best interest of the Chapter to adopt.

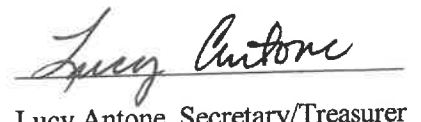
CERTIFICATION

WE HEREBY CERTIFY that the foregoing Resolution was duly considered by Tsayatoh at a duly called chapter meeting at Tsayatoh, Navajo Nation, at which a quorum is present and that the same passed by a vote of 5 in Favor, 3 Opposed and 8 Abstain this 17th day of November 2024.

MOTION: Elizabeth Mosley
SECOND: Ernest John


Ramona J. Nelson, President


Ellen Young-Thomas, Vice President


Lucy Antone, Secretary/Treasurer

This agreement is between TSAYATOH CHAPTER - P.O. Box 86 Mentmore, NM 87319 and

Sponsor _____ with an address of: _____

Phone #: _____ Date: _____

FACILITY USAGE AGREEMENT TERMS & CONDITIONS

1. Individuals must follow Navajo Nation Laws and Tsayatoh Chapter Policies, Rules, and Regulations.
2. SPONSOR assumes full responsibility for all facilities and equipment damage, etc. and agrees to promptly reimburse the Tsayatoh Chapter for any damages.
3. SPONSOR hereby agrees to release and discharge the TSAYATOH CHAPTER, its employees and representatives from any liability of any virtue by the usage of the TSAYATOH CHAPTER property.
4. SPONSOR further agrees to actions, claims, demands, damages, cost fees, lost services, expenses, costs of services, cost of defense, attorney fees, compensation, and any other expenses of any virtue, whether direct or consequential arising from the usage of TSAYATOH CHAPTER property.
5. SPONSOR will be on the premises at all times during the scheduled event including prior to and following the event.
6. The SPONSOR will not sublet the facilities, equipment or reassign the reservation lease covered by this agreement. Which includes but not limited to cash or in-kind consideration.
7. Audience capacity may not exceed the state fire codes. Any violation of such may be grounds for cancelation.
8. SPONSOR agrees to maintain crowd control.
9. **Smoking is prohibited indoors, and within 50 feet of the building.**
10. **NO alcohol beverages are allowed.**
11. Facility, equipment fees, or cleaning deposits must be paid prior to the event. (Reservations will not be made without payment).
12. Tables, chairs and other equipment are to be set up by the Sponsor. Sponsor is responsible for returning all equipment to their designated spaces.
13. SPONSOR is responsible for maintaining and restoring kitchen and meeting area after and before event. **NO KIDS** allowed in kitchen area, due to safety. (Trash needs to be taken by SPONSOR and disposed of properly).
14. If using the kitchen or preparing food, all individuals involved must have current Food Handlers. (Food Handlers and resale cards need to be clearly posted in front of kitchen area).
15. **DO NOT** leave children unattended, they should be under adult supervision at all times.
16. Facility Usage and Deposit Notice completed and signed must be in the office at least one week before the event date (with full payment). Not accomplishing this may be grounds for cancellation of the facility usage.
17. **MAXIMUM OCCUPANCY 175** within Multi-Purpose Building. Cannot exceed for safety.
18. **IN CASE OF EMERGENCY WHILE ON THE CHAPTER COMPOUND:**
Notify the Navajo Nation Police Department (505) 786-2050 or call 911.
19. **NO DANCES or MUSIC BANDS** allowed.
20. **CANNOT EXCEED 8 HOURS** for multipurpose facility rental; this includes donation meeting(s).
21. **NOTE:** In the event there is a death in the community, the bereaved family will take precedence and the chapter usage shall be given to the grieving family.
 - a The event SPONSOR will be notified and given an option to reschedule their event to a later time or cancel the event.
 - b If cancellation is chosen, the deposit and fees shall be refunded to the SPONSOR.
22. I HAVE READ AND AGREE TO THE PRECEDING TERMS AND CONDITIONS:

Sponsor Signature: _____ Date: _____

TSAYATOH CSC/AMS: _____ Date: _____

***Reservations are made when Facility Usage Agreement and Deposit are received. No EXCEPTION! ***

Money Order #: _____ Amount: \$ _____ Received by: _____ Date: _____

Return form to: TSAYATOH CHAPTER - P.O. Box 86 - Mentmore, NM 87319 (505) 905-2649