

## Exhibit A

### Rental Agreement General Terms

1. **ENTIRE AGREEMENT:** The Rental Suite of Documents constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, arrangements, and understandings with respect thereto. Should there be any conflict, California State University, Northridge YSNC Rental Agreement General Terms shall control. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.
2. **ORAL REPRESENTATION:** No representation, warranty, condition or agreement of any kind or nature whatsoever shall be binding upon the parties hereto unless incorporated in the Rental Suite of Documents. The Rental Suite of Documents contains all the terms and conditions agreed upon by the parties hereto and may not be amended other than in writing.
3. **GOVERNING LAW:** The Agreement shall be construed in accordance with and governed by, the laws of the State of California. Further, Renter shall comply with any State or federal law applicable to Renter's event under the Agreement.
4. **PRODUCTION GOVERNANCE:** YSNC employees are not members of production crew unions and the event will not be required as 'yellow card'. If notice of a 'yellow card' requirement is given to the YSNC and subsequent to the execution of the agreement, the YSNC may, in its absolute discretion, either cancel the Event hereunder, or charge the Renter for the difference between the costs of the YSNC's non-union crew and those of the union crew involved and/or for the cost of the additional personnel.
5. **ASSIGNMENT:** Without written consent of the YSNC, the Agreement is not assignable by the Renter either in whole or in part.
6. **DISPUTE:** Any dispute arising under the terms of the Agreement which is not resolved within a reasonable period of time by authorized representatives of the Renter and the CSU shall be brought to the attention of the Chief Executive Officer (or designated representative) of the Renter and the Chief Business Officer (or designee) of the CSU for joint resolution. At the request of either party, the CSU shall provide a forum for discussion of the disputed item(s), at which time the Vice Chancellor, Business and Finance (or designated representative) of the CSU shall be available to assist in the resolution by providing advice to both parties regarding the CSU contracting policies and procedures. If resolution of the dispute through these means is pursued without success, either party may seek resolution employing whatever remedies exist in law or equity beyond the Agreement.

Despite an unresolved dispute, the Renter shall continue without delay to perform its responsibilities under the Agreement. The Renter shall keep accurate records of its services in order to adequately document the extent of its services under the Agreement.

#### 7. CANCELLATION:

**a. Mutual Consent:**

The Agreement may be canceled without penalty upon mutual consent. The University will retain all deposited amounts.

**b. Notice:**

The YSNC may cancel the Agreement without notice if the Renter fails to perform pursuant to the terms of the

Agreement. This includes such things as misrepresentation, failure to meet insurance requirements and/or failure to meet deadlines with contract or other production information. Should such breach occur, Renter shall, within five (5) calendar days of receipt of notice cure such breach.

**c. Renter Responsibility:**

Renter shall be responsible for the YSNC's out-of-pocket expenses necessitated either by change of date or cancellation by Renter after tickets have been printed and/or promotion begun. All such expenses shall be determined by the YSNC and will be invoiced to the Renter within thirty (30) calendar days following the contracted date of the Renter's event, and Renter shall reimburse the YSNC, by cashier's or certified check made payable to "California State University, Northridge," within ten (10) calendar days of receipt of invoice.

**d. Renter Option:**

Renter may cancel the Agreement in writing within four (4) weeks of said event, and such cancellation, shall not give cause for the University to recover damages. However, the University will retain all deposit amounts received. Furthermore, Renter is obligated to pay any due or past due deposits at the time of cancellation.

**e. Misrepresentation:**

The Agreement may be canceled immediately without recourse should false or misleading information be furnished to the YSNC, errors and omissions notwithstanding. The YSNC shall retain all deposited amounts as liquidated damages.

**f. Cause:**

The YSNC reserves the right to immediate cancellation of the Agreement for cause or causes beyond the control of either party. Deposited amounts paid to the YSNC will be refunded in full to the Renter.

**g. Method of Delivering Notice of Cancellation:**

The YSNC shall notify the Renter of any cancellation of the Agreement in writing, pursuant to paragraphs b, c, e and f above. U.S. mail, email or facsimile are considered acceptable forms of "written notice". Notice shall be sent to the Renter per the address, email or fax number provided on the signature page of the Agreement.

- 8. FORCE MAJEURE:** Neither the Renter nor the YSNC shall be liable for the failure to appear, present or perform if such failure is caused by or due to the physical disability of Renter, or acts or regulations of public authorities, labor difficulties, civil tumult, strike, epidemic, interruption or delay of transportation service, acts of God, or any cause beyond the control of Renter and/or University.
- 9. INDEPENDENT STATUS:** The Renter, and the agents and employees of the Renter, in the performance of the Agreement, shall act in an independent capacity and not as officers, employees or agents of the State of California. While Renter may (or may not) be required under the terms of the Agreement to carry Worker's Compensation Insurance, Renter is not entitled to unemployment or workers' compensation benefits from the CSU.
- 10. INDEMNIFICATION:** The Renter shall defend, indemnify and hold harmless the State of California, the Trustees of the California State University, California State University, Northridge and their officers, agents, employees and volunteers from and against every loss, expense (including attorney's fees and costs), liability or payment by reason of any damages or injury to person (including death) or property (including loss of use) other person, firm or corporation furnishing or supplying work, service, materials or supplies arising out of or in connection with the Agreement, in proportion to and to the extent that such injury, death or damage is caused by the actual

or claimed tortious conduct (active or passive) of the Renter, its officers, agents, employees, guests, invitees, and participants. In addition, Renter agrees to indemnify, defend and save harmless the State of California, the Trustees of the California State University, California State University, Northridge and their officers, agents and employees from and against any and all claims demands, actions, costs or liability based upon or arising out of the Renter's failure to secure all appropriate and applicable licenses, authorizations and fees including ASCAP, SESAC and BMI royalties, for any and all copyrighted works performed by Renter during the engagement.

The University shall defend, indemnify and hold harmless the Renter, its officers, agents, and employees from and against every loss, expense (including attorney's fees and costs), liability or payment by reason of any damages or injury to person (including death) or property (including loss of use) arising out of or in connection with the Agreement, in proportion to and to the extent that such injury, death or damage is caused by the actual or claimed tortious conduct (active or passive) of University, its officers, agents or employees.

**11. INSURANCE:** Renter shall furnish to the YSNC ten (10) business days prior to the event date, a certificate of insurance and endorsements for the following types and amounts of insurance:

**A. COVERAGE LIMITS:**

- a. **General Liability** - comprehensive or commercial with minimum limits of **\$2,000,000 per occurrence and \$4,000,000 general aggregate**.
- b. **Business Automobile Liability** - minimum limits for Owned, Scheduled, Non-Owned, or Hire Automobiles is **\$1,000,000 per accident** for bodily injury and property damage.
- c. **Workers' Compensation** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. *(Not required if renter provides written verification, it has no employees)*
- d. **Sexual Abuse or Molestation (SAM) Liability:** *(if applicable)* If the work will include contact with minors, and the CGL policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, Renter shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less than **\$1,000,000 per occurrence** or claim.

**B. ENDORSEMENTS AND PROVISIONS:**

Policies must include endorsements that contain the following provisions.

**1. GENERAL LIABILITY:**

**a) Additional Insured:**

All of the entities listed MUST be included as additional insured: **The State of California, the Trustees of The California State University, California State University, Northridge and employees, officers, directors, volunteers and agents (collectively "University")** are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Renter including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Renter's insurance

**b) Primary, Non-Contributory Insurance:**

For any claims related to any project, the Renter's insurance coverage shall be primary insurance as respects **the State of California, the Trustees of The California State University, California State University, Northridge and employees, officers, directors, volunteers and agents (collectively "University")**. Any insurance or self-insurance maintained by the Campus, its officers, officials, employees, or volunteers shall be excess of the Renter's insurance and shall not

contribute with it.

**c) Waiver of Subrogation:**

Renter hereby grants to YSNC a waiver of any right to subrogation which any insurer of said Renter may acquire against the YSNC by virtue of the payment of any loss under such insurance. Renter agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the YSNC has received a waiver of subrogation endorsement from the insurer.

**2. WORKERS' COMPENSATION:**

The Workers' Compensation policy shall be endorsed with a **waiver of subrogation** in favor of the YSNC for all work performed by the Renter, its employees, agents, and subcontractors.

**3. NOTICE OF CANCELLATION:**

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the YSNC.

**4. RATINGS:**

Insurance shall be placed with insurers with a current A.M. Best's rating of no less than A: VII.

**5. CERTIFICATE HOLDER:**

CSU, Northridge  
Attn: Insurance & Risk Management  
18111 Nordhoff Street  
Northridge, CA 91330-8458  
Email: [risk@csun.edu](mailto:risk@csun.edu)

6. Renter agrees that the bodily injury liability insurance herein provided shall be in effect at all times during the term of the agreement. In the event said insurance coverage expires at any time or times during the term of the agreement, Renter agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided herein for not less than the remainder of the term of the agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the YSNC, and the Renter agrees that no work or services shall be performed prior to the giving of such approval. In the event Renter fails to keep in effect at all times insurance coverage as herein provided, the YSNC may in addition to any other remedies it may have, terminate the agreement upon the occurrence of such event.

7. **LETTER OF CREDIT:** Renter may be required to furnish the YSNC with any form of Letter of Credit and/or demonstration of other financial capability to meet the terms of the rental.

**12. WAIVER FORM COLLECTION RESPONSIBILITY**

As the renter of the Younes and Soraya Valley Performing Arts Center (hereinafter referred to as "YSNC"), you agree to assume full responsibility for obtaining and collecting waiver forms from all participants involved in your event, including but not limited to performers, crew members, volunteers, and any other individuals participating in any capacity. These waiver forms must release YSNC, California State University Northridge (CSUN) and its affiliates, employees, and agents from any liability for personal injury, property damage, or any other claims that may arise during or as a result of the event.

The renter agrees to:

1. Collect a signed waiver form from each participant prior to their participation in any activities at the Venue.

2. Ensure that each waiver form is properly completed and legally binding.
3. Submit all collected waiver forms to YSNC, with a list of all participants, at least **10 days** prior to the event date for review and record-keeping purposes.

Failure to comply with this requirement may result in the cancellation of the rental agreement and/or additional charges. By signing this agreement, you acknowledge and accept this responsibility and agree to indemnify and hold The Soraya and CSUN harmless from any claims or liabilities arising from your failure to comply with this requirement.

### **13. PAYMENTS:**

Deposits: Event deposits are required to reserve and use all YSNC venues. Except as noted in Paragraph 8, Cancellation, fifty percent (50%) of the event deposit is non-refundable and non-transferable. The event deposit is due upon return of the signed contract. Payments should be made through University CASHNet eMarket via a payment link that will be sent to the Renter through email. If the Renter is unable to make payment via CASHNet eMarket, the University may accept payment in the form of a cashier's check made payable to The Soraya-CSUN. All remaining balance payments must be paid in full five (5) business days prior to first occupancy. Failure to make required event deposits and/or remaining balance payments by the specified deadlines outlined in Exhibit A may result in event cancellation. Such failure of payment will result in forfeiture of all deposited funds owed or paid to the University. Checks returned due to insufficient funds shall be considered a non-payment and may result in cancellation of the event. Any event deposit amount owed to the University after cancellation of an event must be paid in full before the organization will be permitted to book a new event.

Compensation: Payments are to be made as per contract face. A separate event cost estimate has been provided to the Renter. This event cost estimate includes rental fees, front of the house labor, back of the house labor, and other direct or indirect costs. Renter agrees to pay University all documented University expenses.

### **14. SETTLEMENT:**

Billing/Settlement: After an event has been completed and all billable expenses accounted for, the University shall invoice the Renter for any unpaid balance of expenses associated with the event. If University expenses exceed money held by the University, the University shall provide Renter with an invoice for the balance. Renter agrees to submit payment of this invoice no later than ten (10) working days from receipt of invoice. Any charges or balance due the University shall be paid first from ticket revenues received by the YSNC Ticket Office. All accounts must be settled and clear at the time of the next reservation request or the request will not be accepted. All billing disputes must be addressed and settled by the YSNC Business Office within thirty (30) days of invoice date.

Refunds: Following completion of an event and a full accounting of all billable expenses, any portion of deposits received in excess of the billable expenses will be refunded to Renter in the form of a University check made payable to the Renter. Ticket revenues in excess of balances due to the University after applying deposits received will be included in this refund.

### **15. EXPENSES:**

- A. Renter agrees to pay for all documented University expenses provided at the request of the Renter or the requirement of the University. An event cost estimate will be provided to the Renter prior to the event, and revised as necessary. A statement of actual expenses will be provided to the Renter as part of financial settlement. University expenses includes (but is not limited to):
  1. Daily rent for YSNC and any ancillary spaces used.
  2. All production and front of house labor, and theater equipment beyond the basic house and light packages.
  3. Any equipment requested by Renter's representatives or reasonably required by the University beyond the basic theater inventory package will be rented and will be part of documented expenses.
  4. Consumable stage supplies and materials as requested by Renter's representatives or reasonable required by University.
  5. Any damages to the interior or exterior of the Venue or parking lots arising out of the production or event related activity shall be part of documented expenses, unless damage is caused by the negligent acts or omissions of University or its licensees, agents or employees, or normal wear and tear.

- B. Renter shall provide at Renter's sole expense, such service as set forth below:
1. Renter agrees to provide information on all technical requirements and lighting plans, at least thirty (30) days prior to the Event.
  2. Renter agrees to supply proof of insurance at least ten (10) business days prior to the Event as specified in the **INSURANCE** provision of this Exhibit.
  3. Renter agrees to handle all advertising and promotion of Event, under the conditions of the **RENTER INTERACTION WITH MEDIA AND PUBLIC** provision of this Exhibit.
  4. Renter agrees to provide all necessary sets, props, costumes and musical instruments required for the event. All sets, props, and banners must have certification of flame proofing.
  5. Renter agrees to provide all backstage hospitality, catering, transportation and all other arrangements and payments.

**16. RELEASE OF INFORMATION:** Should Renter desire to use images of YSNC facilities in promotional or other material, Renter shall contact the CSUN YSNC office in advance and secure prior written permission. In the case of photographs or video images of students, the Renter must ensure that appropriate written consent/release has been obtained from the Executive Director or designee.

**17. RENTER INTERACTION WITH MEDIA AND PUBLIC:** The Executive Director or designee must review and approve prior to publication, all Agreement-related material(s) including, but not limited to, the name and/or logo of CSU, Northridge or any of its facilities, proposed to be used by Renter for advertising or public relations purposes (including, but not limited to, news releases).

Renter, or their representative, shall not publish YSNC engagements advertisements and public relations materials prior to receiving YSNC approval. Renter shall ensure that all published information is factual and accurate and that it does not imply, in any way, that YSNC endorses Renter's firm, services and/or product(s) and performance(s). Renter shall refer all inquiries from the news media related to the Agreement to the YSNC representative. Renter shall also comply with any procedures or instructions from YSNC regarding statements to the media relating to the Agreement.

**18. LOSSES:** Renter assumes all risk in the event of damage to property, loss by theft or otherwise of any and all property peculiar to the Renter's event, and no claim shall be made to the University because of losses for any reason whatsoever.

**19. TELEVISION, CINEMA, RADIO AND OTHER MEDIA/PERFORMANCE RIGHTS:** Radio broadcasting, live television transcriptions, or any other recording without prior written permission of the University is prohibited. Renter shall be responsible for all royalty negotiations, agreements and/or payments due BMI or ASCAP relative to Renter's event. No flash photography or recording of any kind is permitted without the written permission of the University.

**20. UNIVERSITY OFFICIALS:** University Officials have final authority over use of facilities and interpretation of the terms of the Agreement. The Renter or its personnel will not act for, nor be considered as, an officer or representative of the University for any purpose.

**21. BENEFITS AND FUND RAISERS:** Renter agrees that the event described herein is in no way being promoted or presented as a benefit or fund raising activity. Prior written permission of the University in a separate agreement shall be required for an event(s) to be advertised and presented as a benefit or fund raising activity at the YSNC. Payment of any applicable University fees shall be the sole responsibility of Renter.



**WAIVER OF LIABILITY, PROMISE NOT TO SUE, ASSUMPTION OF RISK AND  
AGREEMENT TO PAY CLAIMS**

Activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Activity Date(s) and Time(s): \_\_\_\_\_

Activity Location(s): \_\_\_\_\_

In consideration for being allowed to participate in the above-referenced Activity, on behalf of myself and my next of kin, heirs, representatives, and assigns, I hereby **release, waive, and discharge from all liability and promise not to sue** the State of California, the Trustees of The California State University, California State University, Northridge and their employees, officers, directors, volunteers and agents (collectively the “University”) from any and all liabilities or claims, **including claims of the University’s negligence**, resulting in any physical or psychological injury (including paralysis and death), illness, damages, property loss, or economic or emotional loss I may suffer because of my participation in the Activity, including travel to, from and during the Activity.

I am voluntarily participating in this Activity. I am aware of the risks associated with traveling to/from and participating in this Activity, which include but are not limited to physical or psychological injury, pain, suffering, illness, disfigurement, temporary or permanent disability (including paralysis), economic or emotional loss, and/or death. I understand that these injuries or outcomes may arise from my own or other’s actions, inaction, or negligence; conditions related to travel; or the condition of the Activity location(s). **Nonetheless, I assume all related risks, both known or unknown to me, of my participation in the Activity, including any associated use of University facilities or premises and any travel to, from and/or during the Activity.**

I agree to **indemnify and hold** the University **harmless** from any and all claims, actions, suits, costs, expenses, and liabilities for any injuries to myself and for any damage to my property or possessions that arise out of or arise from my participation in the Activity, including any injury or damage that occurs during the use of University facilities or premises and any travel to, from and/or during the Activity. If the University incurs any of these types of expenses, I agree to reimburse the University. If I need medical treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

I am 18 years or older. **I understand the legal consequences of signing this document, including (a) releasing the University from all liability, (b) promising not to sue the University, (c) and assuming all risks of participating in the Activity, including travel to, from and during the Activity.**

I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms.

[In the event that any foreign language translation of this document has been attached hereto by the University, the English language version of this document shall be the authoritative version. The English language version shall be controlling in all respects and shall prevail in case of any inconsistency with the translated version].

I have read this document in its entirety, fully understand its terms, and acknowledge that I am signing it freely and voluntarily. **No other representations concerning the legal effect of this document have been made to me.**

Participant Signature: \_\_\_\_\_

Participant Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

If the Participant is under 18 years old:

I, the parent/legal guardian of the Participant identified above hereby agree to all of the above on behalf of the Participant

Parent/Guardian Name (print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_