

**KAUA'I VETERANS CENTER
ADDITIONAL SERVICES**

Use of the facility is provided until 11: pm for evening events. Late charges for each hour after 11:00 pm

\$125.00 Wait time for the cleaning crew

\$30.00 for the security

\$30.00 for event staff or site manager

Set up & clean up-Consist of \$750.00 _____

-This service does not include removal of decorations & clearing the table tops.

-Before the event: Setting up tables, chairs, and stages as requested.

-After the event: Disinfect all the furniture surfaces, clean, and store away. Floors are swept and mopped. Bathrooms & Kitchen surfaces disinfect, swept, and mopped and sterilized.

____ I will waive the setup & clean up service and I will do it on my own. I will provide; 1 small bottle of Pine Sol, Lysol or Clorox wipes, and 33-gal size trash liners will be responsible in disposing of the trash.

Conference rooms: Setup & Clean-up \$65.00 _____

Event Staff, Site Manager, and Security: Staff personnel are responsible for upholding the Kauai Veterans Center policies and procedures. They are authorized to intervene in the event our policies and procedures have been violated i.e., underage drinking, drinking at prohibited areas, not adhering to rules.

Regarding fire safety, health, and safety rules. The number of event staff, site manager, and security personnel will be determined by the size of your event and event coordinator.

Security & Site Manager are required by our insurance.

Staff/Security Personnel \$175.00 Payable to **Jhnette Chun**

Site Manager \$225.00 Payable to **Aida Cruz**

Bartender-certified \$150.00 Payable to **Aida Cruz** *This rate is serving only. Prep-serve-pack depends on Volume being served.

Trash Requirements:

Option 1: (You) Order the trash bin from Garden Island Disposal (Steve Kuai @ 808-635-1240) or provide your own trailer/truck for hauling. Provide your own trash liners 33-gal size, one small bottle Pine Sol & disinfectant wipes. You must monitor all the trash receptacles and do not allow it to overflow.

Option 2:(KVC staff) will be on site to monitor trash bins throughout the event, replace the trash liners, dispose all the trash, wash, and disinfect the trash bins.

____ Private Parties \$200.00 ____ Emergency trash service \$250.00 ____ Community & Concerts \$500.00 + Trash Bin

____ Setup & clean up \$ _____ Payable to **Frank Cruz** *Tax will be added 4.7120%

Signature: _____ Date: _____