

Bradley University

Event Agreement With

Licensee: *Washington High School and Dunlap High School*

Address:

115 Bondurant Street, Washington IL 61571

5220 Legion Hall Rd, Dunlap, IL 61525

This agreement is between Bradley University as Licensor and *Washington High School and Dunlap High School* as Licensee for the *Washington High School and Dunlap High School* graduation ceremonies to be held on May 17, 2026 at the **Renaissance Coliseum**. Specific times to be determined at a later date.

LICENSE:

Bradley University grants to Licensee a license to use the **Renaissance Coliseum** and its ancillary spaces.

INSURANCE:

At least thirty (30) days prior to the Event, Licensee will furnish Bradley University with a certificate of insurance evidencing that Licensee has in effect commercial general liability insurance covering the Event and Licensee for bodily injury (including death), personal injury and property damage to one or more persons including, but not limited to, event participants and attendees in combined limits of not less than One Million Dollars (\$1,000,000) for any one occurrence and not less than Five Million Dollars (\$5,000,000) in the aggregate. Said certificate shall indicate that Bradley University has been named as an additional insured under such liability insurance.

CONDUCT OF THE EVENT:

Licensee agrees to conduct the event in an orderly manner so as not to interfere with other events taking place elsewhere on the Bradley University campus or surrounding neighborhoods, nor pose a risk of harm to any other individuals on the Bradley University campus. Licensee assumes full responsibility for any damage done by attendees or participants in the event to any part of the **Renaissance Coliseum**. Licensee shall not mark, paint, drill or in any way mar or deface any part of the **Renaissance Coliseum**. Licensee shall not display or erect any lettering, signs, pictures, notices or advertisements upon any part of the outside or inside of the **Renaissance Coliseum** or make any alterations or improvements in or to the Renaissance Coliseum without the prior written consent of Bradley University.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

Bradley University shall exercise reasonable efforts in assuring that the **Renaissance Coliseum** is accessible to people with disabilities in a manner consistent with the guidelines of the Americans with Disabilities Act, provided that the Licensee uses reasonable effort to determine and report to the University any special needs that may exist. The Licensee must ensure that program activities covered under this agreement are consistent with the guidelines of the Americans with Disabilities Act. This includes, if necessary, the provision of auxiliary services, such as sign language interpreters. Any extraordinary costs for special auxiliary aids requested by the Licensee shall be borne by the Licensee.

Personnel:

Bradley Event Services staff will be responsible for setup, tear down, custodial, etc. of all Bradley furniture and supplies. *Washington High School and Dunlap High School* will be responsible for

providing additional staff for crowd management.

ADVERTISING:

Licensee may not use the name or marks of Bradley University in such a manner as would indicate endorsement or co-sponsorship of the event without prior written consent of Bradley University. Any printed material, radio or television advertising copy publicizing the event shall be submitted to Licensor in advance to be reviewed for accuracy. Licensee must ensure that the current marks of the Licensor are used.

FORCE MAJEURE:

The parties to this License Agreement will be excused from the performance of this License Agreement in whole or in part by reasons such as: Acts of God, public disaster, threat of terrorism or war, or damage to the facility deeming it unsafe for use. In the event performance is excused based on the foregoing, Bradley University agrees to pay to Licensee any and all reasonable costs and expenses incurred up to the time the event is excused.

GOVERNING LAW:

The Agreement was entered into and its validity, construction, interpretation and legal effect shall be governed by the laws of the State of Illinois. Bradley University and Licensee expressly agree that any action at law or in equity arising under this Agreement shall be filed on in the Courts of Illinois. The parties hereby consent and submit to the jurisdiction of such courts for the purpose of litigating any such action.

CHILD SAFETY AND PROTECTION ON MINORS POLICY:

As a condition of using any facilities at Bradley University where minors will be present without a parent or guardian, User certifies that it is and will remain in compliance with Bradley University's Child Safety and Minors on Campus Policy, specifically the background check, training and insurance requirements; User also agrees to defend, indemnify and hold Bradley University harmless for any claim, loss or liability arising from the program or use of Bradley facilities.

NON-BRADLEY PROGRAMS WITH MINORS:

Program Staff working in Non-Bradley programs will not be permitted to work with minors in a Covered Program unless and until the director or supervisor of the program certifies in writing to the Bradley Event Services that criminal background checks have been conducted and evaluated on all Program Staff. The director or supervisor must also undertake to conduct and evaluate criminal background checks on any future Program Staff before they are hired.

Program Staff working in non-Bradley programs must complete training at least comparable to the Illinois DCFS online training for mandated reporters.

The Non-Bradley Program must secure the written agreement of a Bradley Event Services to host the program, identify an individual at Bradley from within the Bradley Event Services as a point of contact, and require this individual (or a responsible designee) to be on-site at all times during the event.

The Non-Bradley Program must enter into a written agreement with the Bradley Event Services. The agreement must address (i) certification to the Bradley Event Services that the screening and training requirements of this policy have been met; (ii) commitment to operate the program in accordance with this policy and applicable law; and (iii) assumption of full financial responsibility for any loss or liability arising from the program.

The Non-Bradley Program must submit to the Bradley Event Services an additional insured endorsement and certificate of insurance, identifying Bradley (and its trustees, officers, employees, and agents) as an "additional insured party" and conforming to the specifications listed in Bradley's Independent Contractor Insurance Requirements.

SERVICES: Bradley University shall provide the following services:

- Use of Renaissance Coliseum (specifics on "Rental Fee Attachment")
- Facility/Event Management Staff throughout the duration of each event

FEES: See Attachment- Fees

AUTHORITY TO SIGN

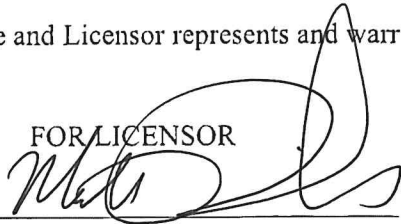
Each individual executing this Agreement on behalf of licensee and Licensor represents and warrants that he or she is properly authorized to do so.

FOR LICENSEE:

By Dr. Scott Deamon

Washington High School Rep
Dunlap High School Rep

FOR LICENSOR

By  4/8/16

Bradley University representative



BRADLEY University

Event Services

Estimate

ATTN: Washington High School
Dunlap High School

Event: Washington High School/Dunlap High School Graduation
Date: May 17, 2026
Location: Bradley University Renaissance Coliseum

EXPENSES		Unit Price	Hours	Total	WHS Split	Dunlap Split
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Sunday, May 17, 2026

1	Main Arena Rental (Daily Rate)	\$4,000.00	1.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
8	BUPD	\$70.00	8.00	\$ 4,480.00	\$ 2,240.00	\$ 2,240.00
10	Event Staff Facility Management	\$15.00	6.50	\$ 975.00	\$ 487.50	\$ 487.50
4	Custodial	\$33.00	7.00	\$ 924.00	\$ 462.00	\$ 462.00
1	AV Technician	\$300.00	1.00	\$ 300.00	\$ 150.00	\$ 150.00
4	Control Room Operators/Camera Technicians	\$625.00	1.00	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
1	Administration Fee	\$750.00	1.00	\$ 750.00	\$ 375.00	\$ 375.00
2	EMT	\$1,000.00	1.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
	<i>Subtotal</i>			\$ 15,929.00	\$ 7,964.50	\$ 7,964.50
Equipment Rentals						
1	Peoria Flag Rental (short pipe n drape and additional center aisle/stage carpeting)	\$1,500.00		\$1,500.00	\$ 750.00	\$ 750.00
1	Stage 40x20	\$800.00		\$800.00	\$ 400.00	\$ 400.00
450	Chairs	\$1.00		\$450.00	\$ 225.00	\$ 225.00
1	Carpet	\$500.00		\$500.00	\$ 250.00	\$ 250.00
1	Podium	\$50.00		\$50.00	\$ 25.00	\$ 25.00
1	Video Board/Pro Ad	\$250.00		\$250.00	\$ 125.00	\$ 125.00

2	Livestream	\$250.00	\$500.00	\$	250.00	\$	250.00
1	Floor Speakers, monitors, mic, etc.	\$500.00	\$500.00	\$	250.00	\$	250.00
50	Pipe n Drape	\$3.00	\$150.00	\$	75.00	\$	75.00
45	Barricade	\$5.00	\$225.00	\$	112.50	\$	112.50
10	Stanchions	\$5.00	\$50.00	\$	25.00	\$	25.00
10	6ft tables	\$5.00	\$50.00	\$	25.00	\$	25.00

Subtotal \$5,025.00 \$ 2,512.50 \$ 2,512.50

Total \$ 10,477.00 \$ 10,477.00

TOTAL (NTE) \$ 20,954.00