

TBI Rental Information

Thank you for your interest in participating in TBI.

TBI provides a space for human evolution. The rest: advertising, collecting fees, room set up, clean up, and insurances are up to you.

A word about noise. This is a meditative space and we would like to be respectful of our neighbors. If you will be using a sound system or have any concerns about whether your event may exceed the noise capacity of the space please inquire before renting.

(For example, single sound sources for Zhkir, ballroom dance, or meditations should be fine, yet this is probably not the best venue for Primal screams or anger release workshops)

To rent space in TBI you will need the following:

- a. A signed rental agreement for the established period of rental(s).
 - i. Once an agreement on the scheduled dates/times and pricing has been reached, we will email you the rental agreement to sign.
- b. A deposit due on signing of the rental agreement
 - i. \$100 for half-day use and \$200 for a full-day rental. This will be for any damage, cleaning, or lost keys, etc., and will be returned once the unit has been checked.
 - ii. You are responsible for ANY damage to the unit. As such, it is highly recommended you examine the unit carefully before starting, account for all items as listed, and note any defects that you feel may be of concern. Please photograph and document any concerns.
- c. Proof of Insurance:
 - i. An insurance certificate from your insurer showing the following:
 1. Liability insurance equal to or in excess of \$1,000,000.00
 2. That names "Richard Podolny MD LLC "as an "additional insured"
 - ii. This certificate must be provided before the start of the leasing/rental period.

We have an insurance agent who is familiar with this and can help you if you need it.

Mr. Murray Hixson
mhixson@connorshawaii.com
Ph: 808 534 7311

The cost of this is quite variable but not prohibitive—especially when it protects you from significant liability.

As wonderful as the work we would like to accomplish, and our absolute faith in our good intentions, all it needs is one individual, not ready to take full responsibility for their life, to cause a world of hurt. Better safe than sorry!

To arrange the rental of the TBI space or for any concerns during your use of the space, please call or write:

Ph: 808-636-8493
Email: thebodyilluminant@gmail.com

TBI Rental Rules:

- 1) No shoes on the hardwood floor. (Exceptions can be made for footwear i.e dance shoes/Mevlevi practices. Etc. if previously approved by TBI)
- 2) There are security cameras in the room. These are for security only. Please feel free to turn them away or cover them during your event and then return them to their original position when finished.
- 3) Please leave the space in the same or better shape than when you arrived.
 - a) Please clean the floor with the dry mop at end of the event. The dry mop is kept in the bathroom shower.
 - b) Please leave bathrooms pristine. There are cleaning supplies below the sink
 - c) The kitchen sink does NOT have a garbage disposal. Do not wash food down the sink.
 - d) Please empty all trash from the kitchen/bathroom. You may leave it neatly tied on the tiled floor near the door and not on the wooden area to avoid leakage.
- 4) Keys and an elevator fob will be provided. The fob is required on Sundays to enter the building and to use the elevator. (There will be a charge for lost keys as it requires a complete replacement of the locks)
- 5) Items that should be available when you come...and when you go
 - a. 4 Rugs
 - b. 14 chairs
 - c. 19 cushions
 - d. Internet modem and router (for Wi-Fi the password is on the bottom of the router)
 - e. 2 Complete human skeleton models. One male, one female
 - f. Pictures
 - g. Bathroom and cleaning supplies
- 6) Please conform to the Occupation limits. Groups are limited to 24 people.
- 7) Parking:
 - a. During regular hours there is parking underneath the building Century Square off of Bishop street. It is 7\$ per hour. If you wish to buy validated parking stickers from us, the price is reduced to \$3 per hour. Please note in your email if you would like to purchase parking stickers.
 - b. Otherwise, there are numerous parking options nearby such as public parking areas within one or two blocks as well as evening street parking.

