

The Tabernacle Experience Event Agreement

Our Mission is to travel from Community to Community providing an Interactive Life Size Replica of the Tabernacle of the Wilderness and the full Spiritual impact that it brings.

This Event Agreement represents a one-time commitment of the Host Organization to team with the Tabernacle Experience Group to provide their community with a life-size replica of the Tabernacle of The Wilderness.

This agreement by and between, HOST NAME _____ whose address for purposes herein is _____ HOST ADDRESS _____ and telephone number is _____ (Hereinafter called "Host") and the Tabernacle Experience Group located at 25975 Domingo Ave. Capistrano Beach, Ca. 92624, Phone: 949.423.2006, make and enter into this agreement dated _____. The Tabernacle Experience will be located at the same address. The Host is committing to the following event timeline for the TabX:

Set up on Friday _____ through breakdown on Monday _____.

It is the financial goal of The Tabernacle Experience Group to offer the Host a viable plan to gain back their initial payment and all travel expense.

Each guest contributes \$5.00 towards the Tabernacle Experience to offset the ongoing costs and provide the Host the ability to gain back their investment.

Three payment options are available for your consideration. Please select from one of the three and place your initials after the selected option in the space provided.

Option #1 Full Payment _____ (initial please)

The Host agrees to:

1. \$5,000.00 non-refundable payment at the signing of the Tabernacle Experience Event Agreement; which can be earned back.
2. Finance the transportation of The Tabernacle Experience Truck and 15' Trailer to and from Southern California: @ .55 per mile, plus gasoline.
3. Finance travel for 3 members of The Tabernacle Experience Group. *
4. Guarantee a minimum of 1000 guests at \$5.00 per guest.
5. When the Host has fulfilled all requirements of this option and all terms of The Tabernacle Experience Event Agreement, the Tabernacle Experience Group will reimburse the Host the original Down Payment of \$5000.00. Once the Entrance Contributions exceeds \$5,000.00 the Host and the Tabernacle Experience Group agree to share in the Entrance Contributions evenly (50/50) until the total gained by the Host equals the actual cost of travel for the Tabernacle Experience Group. Such expenses are to include but not exclusive to: #2 Of Option 1: 'Finance the transportation of The Tabernacle Experience Truck and 15' Trailer to and from Southern California: @ .55 per mile, plus gasoline.' and #3 Of Option 1: Finance the travel for 3 members of The Tabernacle Experience Group.' Any and all Entrance Contributions that exceed the Travel Expense of the Tabernacle Experience Group are due and payable to the Tabernacle Experience Group; the Host no longer participates in the Entrance Contributions once the Travel Expense for the Tabernacle Experience Group has been met. The Host is required to present travel receipts to the Tabernacle Experience Group 10 days after the conclusion of the event. The Tabernacle Experience Group will consider such receipts for reimbursement to the Host.

Option #2 Minimum Payment_____ (initial please)

The Host agrees to:

1. \$2,500.00 non-refundable payment at the signing of the Tabernacle Experience Event Agreement; which can be earned back.
2. Upon arrival of the Tabernacle Experience at the stated location, the Host shall pay the Tabernacle Experience Group an additional \$2,500.00; which can be earned back.
3. Finance the transportation of The Tabernacle Experience Truck and 15' Trailer to and from Southern California: @ .55 per mile, plus gasoline.
4. Finance the travel for 3 members of the Tabernacle Experience Group. *
5. Guarantee a minimum of 1000 guests at \$5.00 per guest.
6. When The Host has fulfilled all requirements of this Option and all terms of The Tabernacle Experience Event agreement, the Tabernacle Experience Group and the Host agree to share in any and all Entrance Contributions evenly (50/50) until the total gained by the Host equals the 2 payments of \$2,500.00 plus the actual travel costs of travel by the Tabernacle Experience Group. Such expenses are to include but not exclusive to: #3 Of Option 2; " Finance the transportation of the Tabernacle Experience Truck and 15' Trailer to and from Southern California: @ .55 per mile, plus gasoline." and #4. Of Option 2; " Finance the travel for 3 members of the Tabernacle Experience Group.' Any and all Entrance Contributions that exceed the Travel Expense of the Tabernacle Experience Group are due and payable to the Tabernacle Experience Group. The Host no longer participates in the Entrance Contributions once the deposits equaling \$5,000.00 and Travel Expense for the Tabernacle Experience Group has been met. The Host is required to present travel receipts to the Tabernacle Experience Group 10 days after the conclusion of the event. The Tabernacle Experience Group will consider these receipts for reimbursement to the Host.

Option #3 Private/Invitation only _____ (initial please)

(Retreats & Conferences)

The Host agrees to:

1. \$5,000.00 non-refundable deposit at the signing of the Tabernacle Experience Event Agreement.
2. Finance the transportation of The Tabernacle Experience Truck and 15' trailer to and from Southern California: @ .55 per mile, plus gasoline.
3. Finance the travel expense for 3 members of The TXG. *

The Host agrees to the following payment schedule:

Up to 150 guests:	\$50.00	per guest
150 - 200 guests:	\$35.00	per guest
200 - 300 guests:	\$25.00	per guest
300 - 500 guests:	\$17.00	per guest
500 -1000 guests:	\$10.00	per guest
Over 1000 guests:	\$5.00	per guest

All promotional costs will be the sole obligation of the Host when choosing Option #3.

***Travel Expense for 3 staff members of The Tabernacle Experience Group may include coach airfare, car rental, gasoline, and reasonable hotel accommodations. Should the Host Organization be in close proximity to Capo Beach Calvary located at 25975 Domingo Avenue in Capistrano Beach, California where airfare or car rental is not required, the Host then agrees to pay the Tabernacle Experience the per mile fee of .55 per mile, plus gasoline for the Tabernacle Experience Staff.**

The Tabernacle Experience Group provides the Host with a \$600.00 promotional allotment. The Host will present such receipts to the Tabernacle Experience Group 10-days after the conclusion of the event. The Tabernacle Experience Group will reimburse the Host for expenses in promoting the event up to the \$600.00 allotment. The Host is required to promote the Event on their website including a link to the Tabernacle Experience website.

Suggestions for promotion:

- Publish the event in the church bulletin
- Postcard Invitation to local churches
- Postcard Invitation to local schools
- Postcard and Evite Invitation to ‘Pastors Preview’ sent to Pastors and their families
- Promote the Event on Public Radio, Newspaper; A press release is provided
- Posters displayed at Local Merchants and Churches
- All promotional adds must include: “ Entrance contribution: \$5.00”
- All promotional and marketing material is available at: www.TabernacleExperience.com

Additional Terms:

1. The Host will provide a Certificate of Insurance naming Capo Beach Calvary as Additionally insured. Presented 30 days prior to the event.
2. The ‘Offering Box’ and the ‘Journal of Thoughts and Prayers’ must be available to our guests.
3. Items relating to the Tabernacle are available to our guests at our ‘Marketplace.’ These items include: The Priestly Breastplate, Messianic Worship C.D. ‘s, The Tabernacle Experience Narration and Booklet, Frankincense and Myrrh and Anointing Oil.
4. All checks received at the Welcome Table and the Marketplace are payable to ‘CBC.’ (Capo Beach Calvary) We accept ATM and Credit Cards for the Entrance Contribution and for payment at the Marketplace.
5. The Host agrees to keep accurate accounting records, that may be audited and totals for three separate accounts: 1. The Entrance Contribution 2. The Offering 3. The Marketplace.

The Host agrees to pay in full to the Tabernacle Experience Group the sum of The Marketplace, The Offerings and The Entrance Contributions 10-days after the conclusion of the event.

The undersigned parties both understand and agree to fulfill their responsibilities and the terms and conditions of the Agreement.

Host Organization: _____

_____	_____	_____
Signature of Host Representative:	Title	Date

Signature of The Tabernacle Group Representative: Jeanne Whittaker, Founder	_____
The Total due at the signing of this Agreement: \$ _____	Date

Appendix A

Prior to the Event

- Assign a Project Supervisor and 1 Assistant
- If required by your city/county obtain a building permit for the 15’ x 45’ Tent, and a Fire permit for the Altar of Burnt Offering (equivalent to a large bar-b-q 4.5’ x 4.5’)
- If required by your city/county request a Fire Inspection
- Promote the Event
- Create a team of Volunteer Attendants
- Assign a coordinator for each aspect of the Event:
 - Volunteer Coordinator
 - Set-up & Breakdown Coordinator
 - Promotional Coordinator
 - Hospitality Coordinator

Day of Set Up Allot 6 hours for Set Up

Provide the Tabernacle Experience Group with the following

- 12 able bodied volunteers; 2 of whom are committed to serve on the day of Breakdown
- 1 female volunteer who will work alongside Jeanne Whittaker (or her representative) on the day of set up and is committed to serve on The Day of Breakdown.
- Water source for the Laver
- Electrical power source at The Tabernacle Proper and The Welcome Tent. (10' x20').
- Exterior Lighting for the Courtyard and pathways (parking lot lighting is sufficient)
- 2 Six Foot Ladders
- 1 Screw Gun
- 3 Six Foot Tables
- 40 outdoor chairs
- 2 bags of play sand
- 2 Fire Extinguishers; tagged by the local Fire Department
- Lunch and Water for the Set-Up Crew

During the Event

The Host Agrees to Provide:

1. Security for The Tabernacle during non-operating hours. (Suggestion: on site motor home)
2. A record of visitors name and email address for The Tabernacle Experience Group; Guest Book provided
3. 6 volunteer attendants for every 4 hours of operation.
4. Fire Logs or 'Presto Logs': 1 log per 3 hours of operation
5. Maintain the integrity of the Tabernacle Experience: The confines of the Courtyard are to be used for the expressed purpose of The Tabernacle Experience.

Schedule of Events

1. The Tabernacle Experience is customarily set up on Friday (9:00a.m. – 3:00 p.m.) and opened that evening (6:00-8:00) ONLY to the volunteers who have set-up the Tabernacle and those volunteers who will be tending to The Tabernacle during the hours of operation. This evening is dedicated to the training of our Volunteer Attendants beginning with their personal journey through the Tabernacle Experience. The complete journey is 48 minutes in length. The Host will schedule 10 Volunteers every 15 minutes to begin their training. We send our Volunteers in pairs, one minute after the other. Volunteers cannot train as a group; therefore they must not arrive at one time.
2. We strongly suggest this night to include 'Pastor's Preview.' 3-4 weeks prior to the event The Host invites local Pastors and their families to journey through the Tabernacle Experience before it is opened to the public.
3. Our Volunteer Attendants need not be versed in the scriptures relating to the Tabernacle, yet reading the Book of Exodus is helpful and encouraged.
4. Our Volunteer Attendants posted within the confines of The Courtyard do not interact with guests; they tend to the Priestly duties of the Tabernacle. The 3 positions are: The Courtyard Attendant, The Lampstand Attendant and The Altar of Incense Attendant.
5. Our 3 volunteer positions that are located outside the confines of The Courtyard do interact with guests. These 3 positions are: The Welcome Attendant, The Audio Attendant (The TabX provides MP3 players) and The Marketplace Attendant. The duties of each position are listed on Identification Tags.
6. The Saturday following the Day of Set-Up is '**Opening Day**'. The TabX will be open for 9 consecutive days. Breakdown will be on the 10th day.
7. **Suggested hours of operation:**

Monday through Wednesday 4:00p.m. – 8:00 p.m.

Thursday, Friday, Saturdays and Sundays 9:00 a.m. – 8:00 p.m.

Schools are scheduled Monday, Tuesday and Wednesday 9:00 a.m. –2:00 p.m.

The Entrance Contribution for students accompanied by their teacher: \$3.00

The Tabernacle Experience is not a 'group' event. The Host and the School must have a clear understanding of the journey in order to schedule students efficiently. Considering the age of the students, teachers reserve the right to teach at each station. All students participate at each station whether they listen to the narration or whether their teacher instructs them. Students who listen to the narration are sent in pairs one minute after the other.

Day of Breakdown: Allot 3 hours for Breakdown

- 12 able bodied volunteers, 2 of whom assisted on the Day of Set-Up
- 1 female volunteer, who assisted on the day of Set-Up
- 2 six foot ladders
- 1 screw gun
- Broom, cloths and cleaning supplies
- Water for the Break-Down crew

Additional Information

1. The Tabernacle Experience Courtyard measures 70' x 150' x 7.5' high. The size of the Courtyard may be adjusted to accommodate your specific area, yet the dimension of the modified Courtyard must harbor the Laver and the Altar of Burnt Offering and The Tabernacle Proper (the tent) measuring 15" x 45' with a peak of 12'. The Altar of Burnt Offering must be positioned at least 15' from The 'Tent' and 15' from the Entrance Curtain of the Courtyard. (Refer to the schematic on our Web Site)
2. According to Scripture the Entrance of the Tabernacle Proper and the Entrance of the Courtyard faced east. Although this orientation is preferable we do take into consideration that this may not be possible due to the landscape and lay of the land.
3. Grass, dirt, sand or gravel is the preferred landscape. The Tabernacle cannot be modified for asphalt, concrete or a similar hard surface.
4. The TabX will accommodate 60-80 guests in one hour's time. Each guest begins his or her journey 1 minute after the other. Whenever possible we ask our guests to journey in pairs.
5. The complete journey is 48 minutes. Our guests read an 8-10 minute introduction before they begin their narrated tour.
6. A Supervisor Handbook is provided and contains the duties of all the Volunteer Attendants, the Marketplace Inventory, the Contract, a Copy of the Fire Retardant Certification, and the list of Consumable Items. Consumable items include: batteries, wood shims, white cotton fabric, grape juice, communion bread, oil for the Lampstand and stick incense. The Tabernacle Experience Group calculates the inventory for these consumable items based on the hours of operation. Should the Inventory of the consumable items near depletion the Host can purchase the items and will be reimbursed by the TXG. Most items in the Marketplace can be shipped overnight.
7. Staff Members of The Tabernacle Experience Group will remain on campus as deemed necessary by Jeanne Whittaker, the Founder of The Tabernacle Experience. Customarily 2-3 Staff Members assist on the Day of Set-Up. A minimum of 1 Staff Member of The Tabernacle Experience Group will remain on campus to train volunteers and assist on Opening Day and depart the next day. A minimum of 1 Staff Member of The Tabernacle Experience will return on the 10th day to orchestrate the day of Breakdown.
8. Damages to the Tabernacle Experience beyond normal wear and tear will be charged to The Host. The Host Representative and the Tabernacle Experience Group Representative will agree upon the amount.
9. The Tabernacle narration is available in Spanish.
10. The Tabernacle Experience Truck and Trailer remain on site for the duration of the Event.

Services rendered by The Tabernacle Experience Group are on a 'Best Effort' basis, we reserve the right and privilege to modify The Tabernacle Experience to guard the Spiritual and or Physical impact on our guests.

I have read and agree to all 5 pages of this Event Agreement

Option Selection: # _____ Initial: _____ Date: _____

The Tabernacle Experience is a non-profit ministry of Capo Beach Calvary

All material including the narration is copy written