

The Confederated Tribes of Siletz Indians



REQUEST FOR RESERVATION OF DANCE HOUSE/DANCE HOUSE GROUNDS

Please submit form to:
 Buddy Lane
 CTSI Cultural Resources Manager @
buddyl@ctsi.nsn.us

Name of Tribal Member requesting Dance House use:		Roll #:	Telephone Number:
Physical address (of requester):			
Email address (of requester):			
Please select the ceremony the Dance House will be used for: <i>The CTSI Dance House is for practicing the Siletz ceremonies, listed below</i> <input type="checkbox"/> Feather Dance <input type="checkbox"/> Funeral <input type="checkbox"/> Wedding <input type="checkbox"/> Flower Dance <input type="checkbox"/> Naming			
Date & Time Needed From	Date & Time Needed To		Approx. # of People
Will a fire be used?		Name of Person Responsible for Fire	
<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Participants will need to bring their own firewood.</i>			

This request is for the following:

- Dance House
- Dance House Kitchen
- Restroom Facilities

A copy of the "RULES AND REGULATIONS OF THE DANCE HOUSE AND GROUNDS" has been provided to me. It is understood that in the event of a Tribal Function with higher priority, my reservation(s) will be subject to cancellation and may be rescheduled for a later date.

Signature: _____ **Date:** _____

NOTE: CTSI IS NOT RESPONSIBLE FOR THEFT OR DAMAGE TO PERSONAL PROPERTY.

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**RULES AND REGULATIONS OF THE USE OF THE TRIBAL DANCE
HOUSE AND GROUNDS**

All users must fill out and return the "REQUEST FOR RESERVATION OF DANCE HOUSE/GROUNDS" form to the Culture Department a minimum of 48 hours (two working days) prior to reservations – with the exception of funerals. Staff will review your request and notify requester of approval or denial.

While there is no charge for use of our sacred house, failure of assigned user to leave the Dance House or Grounds as found will result in denial of future use.

Please initial each line signifying your understanding.

_____ Assigned User is responsible for any damage or loss that may occur, inside and/or outside to any aspect of the dance house, the kitchen, the restrooms and or the outside grounds.

_____ Assigned User must receive instruction on how to get in and out of gate; dance house door(s); kitchen; and restrooms and acknowledge their understanding.

_____ Materials are not to be attached to the walls by nails, screws, or any other means, etc.

_____ **No burning anything but wood in the dance house fire pits (inside and outside) – except for offering medicine (cedar; sage; angelica root; or tobacco). These are sacred fires.**

_____ No recording inside the dance house.

_____ Facilities must be left in conditions found (e.g. Floors clean, trash removed from premises, kitchen clean (no trash or food can be left inside), fire must be safely put out.

_____ **There is to be no food or drink inside the Dance House.**

_____ **Assigned User is responsible for providing fire wood for their use. *Any wood inside the dance house is not for general use.**

_____ It is understood that in the event of a Tribal Function with higher priority, my reservation(s) will be subject to cancellation and may be rescheduled for a later date.

Events must be scheduled and conducted in compliance with these regulations provided.

Signature: _____ **Date:** _____

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GUIDE TO USING THE DANCE HOUSE

ENTERING THE BUILDING -The assigned user may be issued a key/combination on the day of the event or workday prior to the event – or – CTSI staff may open the gate and facility depending on availability. The key/code allows access onto the grounds for the times specified on the application only.

POWER –Participants must bring their own extension cord(s) to access power.

BATHROOMS – Participants must provide their own toilet paper, paper towels and hand soap for their event.

KITCHEN – Participants must provide their own extension cords for electricity; paper products; cutlery, and food items. *Please do not leave food or dry food items in the kitchen.

HEATERS IN THE BACK DRESSING ROOMS ARE TO BE MONITORED CLOSEY AND USED WITH AN ABUNDANCE OF CAUTION.

LEAVING THE FACILITY - Once your event is over and you are prepared to leave, Make sure all fires have been completely put out and are no longer hot to the touch, check that all doors are closed appropriately (back dressing room doors, the front door to the Dance house and the kitchen door). There should be no trash on grounds; inside bathrooms or in kitchen. All food items must be removed from kitchen building.

Failure to leave these buildings secured and/or clean may result in denial of future use. The Dance House is a sacred house and should be used in the best of ways.

Any questions please call **Buddy Lane – CTSI Cultural Resources Manager @ 541-444-8230**

Signature: _____

Date: _____

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