

Researcher Agreement for the Use of the BFREE Field Station

This Agreement is made this _____ day of _____, 20____, by and between *Belize Foundation for Research and Environmental Education (BFREE)* and the person listed below (*hereinafter "Researcher"*), being:

Print Name _____

Sign Name _____

BFREE is a not-for-profit organization whose purpose is to promote scientific research and education, and to conserve the biodiversity and cultural heritage of Belize.

BFREE desires to make the BFREE Field Station and the Rainforest Science Cooperative Laboratory available in order to promote and facilitate cooperative and collaborative research for the benefit of the scientific community and conservation.

BFREE seeks to contribute to the existing body of knowledge on the Bladen Nature Reserve, the BFREE Reserve and other nearby protected areas.

Therefore, in consideration of the mutual agreements contained in this Use Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION ONE: PURPOSE

This Agreement is made for the purpose of granting Researcher the right to use the BFREE Field Station and the Rainforest Science Collaborative Laboratory (*hereinafter "Laboratory"*) for the sole purpose of scientific research and education. For the purposes of this Agreement, the Laboratory means the building, furnishings, and all interior and exterior fixtures required for its occupation and use, including all equipment maintained therein. The Field Station means all buildings and real property possessed by BFREE.

SECTION TWO: USE OF LABORATORY

1. Security Deposit

Unless waived by BFREE, Researcher agrees to pay a security deposit of \$75.00, within 14 days of visit or upon arrival to the field station. Such deposit may be used by BFREE to pay any expenses of cleaning and/or repairs or replacement required after use of the Laboratory by Researcher. Should BFREE determine that that Laboratory has been left in good condition, BFREE shall return the security deposit within 45 days of vacation of the Laboratory.

2. Daily Use Fees

Researcher agrees that he or she will pay a sum to BFREE in the amount of \$5.00 per day, additional costs associated with a researcher's stay at the field station are set forth in the Station Use Fee Schedule attached hereto.

3. Term of Use

This Agreement shall remain in force and effect from _____ to _____.

4. Rules

Researcher agrees to abide by all rules and regulations of the BFREE Field Station, as those may be amended from time to time, a copy of which is attached hereto.

5. Release and Indemnification

Researcher releases BFREE from and agrees to indemnify BFREE against any personal liability and/or property damage liability resulting from use of the Field Station or Laboratory by Researcher. BFREE shall not be responsible for any damage or injury that may happen to Researcher or to Researcher's property from any cause whatsoever during the period covered by this Agreement. Researchers agree to review and sign BFREE's Visitor Health and Liability form attached hereto.

6. Compliance with Law

Researcher agrees to comply with all laws of Belize for the duration of the Agreement.

7. Premises Liability

Researcher shall not injure or deface the Laboratory or the Field Station.

If premises, furnishings, equipment or any portion of the Laboratory or Field Station is damaged during the term of this Agreement, due to the actions of the Researcher or any of the Researcher's guests, Researcher shall pay to BFREE, upon demand, such sum necessary to restore the Laboratory to its present condition which may be in addition to the amount deducted from the security deposit.

8. Right of Entry

BFREE reserves the right to enter, clean and inspect the premises during the period of Researcher's use. BFREE also reserves the right to eject any person or persons behaving in a disorderly manner or contrary to the rules and regulations of BFREE and the laws of Belize, and/or to prevent any damage to or destruction of the premises.

9. Use of Facilities

Researcher warrants that, unless otherwise agreed upon by the parties, the Laboratory shall be used only for the purposes of scientific research and education.

10. Right to Use

BFREE warrants that, unless otherwise agreed upon by Researcher and BFREE, Researcher has use of the Laboratory during the period this Agreement. Researcher has use of their own equipment, and with permission, use of BFREE's equipment.

11. Venue

Unless otherwise agreed to by the parties, jurisdiction and venue, with respect to any suit in connection with this Agreement, shall reside in the courts of Belize. This Agreement shall be construed and interpreted under the laws of the government of Belize.

SECTION THREE: EQUIPMENT STORAGE

Storage space is limited, if you need to store equipment for long-term use, please consult with the Office Manager.

SECTION FOUR: SCIENTIFIC RESEARCH

1. Information to be Provided to BFREE

Prior to commencement of the term of the Agreement, Researcher shall furnish BFREE with the following information:

- a) copy of research proposal used to obtain permit
- b) copy of permit from Belize Forest Department and or Fisheries Department, Ministry of Natural Resources
- c) intended use of the facilities, and
- d) list of equipment Researcher expects to bring.

2. Publications

Researchers are encouraged to acknowledge BFREE in all publications or other body of work resulting from research at BFREE, in the following format:

Belize Foundation for Research and Environmental Education (BFREE)

Researcher agrees to provide a hard copy and electronic copy of the publication or other body of work to BFREE within one month of publication. Hard copy should be sent to: 2602 NW 6th St. Ste D, Gainesville, FL 32609, USA. In addition, electronic copies shall be sent to contact@bfreebz.org. BFREE may present the publication or work on their website and add to the field site's library of published works.

3. Ethics and Compliance with Law

Research carried out in conjunction with the use of the Field Station and Laboratory and the collection of specimens for research must be done in compliance with applicable domestic and international law. Researchers must be able to assure BFREE that collections were made ethically with proper respect for historic sites, natural populations, natural habitats, and local peoples.

The chosen method should be the least harmful method feasible under the circumstances and always in conformance with law.

Researcher is reminded that the Belize Forest Department Scientific Research/Collection Permit does not provide for legal exportation of specimens. Exportation of flora and fauna

requires an Export Permit from the Belize Forest Department and the Belize Agriculture and Health Authority (BAHA).

The following documents are specifically incorporated by reference.

- a) Laboratory Policies
- b) Fee Schedule
- c) Field Station Policies
- d) Researcher Visit Request Form

LABORATORY POLICIES

General

- Area is to be kept neat and clean at all times.
- Please respect the needs of other researchers using this lab.
- Nothing should be affixed to any wall, surface, or ceiling.
- Furniture is not to be rearranged or moved without permission.
- Important! Make sure that water faucet is completely turned off after each use.

Refrigerator

The refrigerator is powered by Butane Gas; the tank is located underneath the lab on the ground floor. The gas powers the refrigerator, the hot water shower, and the stove. Each tank lasts approximately 3 weeks. Butane refrigerators do not cool down as quickly as electric refrigerators. In order to maximize coldness and keep these appliances running smoothly, please note the following:

- Monitor the refrigerator daily to make sure it is running. An exhaust pipe is located in the rear left corner. Place hand over the heat pipe and if no heat exists, the refrigerator has turned off because the tank is empty. If this happens, report immediately to Office Manager.
- Do not place items on top of the refrigerator.
- Ensure refrigerator door seals when it is closed.

Trash

- Plastic, tin and other non-perishable waste items should be placed in the black trash can under the sink and when full should be carried to the recycle station.
- Batteries and any sharps should be packaged safely and carried out by user when leaving BFREE.

Tools

- Bring any specialized tools needed for your research or contact the Office Manager to inquire if the tools are available on-site.
- Tools are not housed at the lab. If you require any basic tools, ask the Office Manager.

Electricity

The lab is powered by a solar array. The solar panels are located on the roof. Energy is stored in the four batteries located underneath the lab. The power produced is enough

to provide energy for the lights and fans and some small appliances such as laptops, printer, etc. The solar system is small and expensive. In order to maximize power during your stay, use only what you need when you need it. Turn off all lights, fans and other appliances when not in use. If you need to charge items such as camera batteries, etc, please charge during the day when more power is available, and unplug all chargers at night and when not in use.

Solar Batteries

- Do not place anything on top of batteries.
- Do not touch the batteries.

Shower and composting toilets

- Make sure nozzle is completely turned off when finished.
- The composting toilets are available for use by researchers staying in the cabins. Please follow the instructions posted in the facility for proper use.

Storage

- If you wish to store any of your equipment or supplies after your departure, please make arrangements with the station manager for proper storage and see the Fee Schedule for associated costs.

Reporting and replacing damaged items

- User is responsible for any damage over and above normal wear and tear and must make arrangements to replace or pay for replacement of damaged items.
- Report damage to BFREE staff. An invoice will be sent to you for payment. Failure to address any damage charges will result in a \$25.00 late fee. The invoice will be sent to your supervisor, Departmental Chair, and or Institution you represent.

Use of consumables

- Use only equipment and expendables you have brought or made arrangements to use.

Check-out

- On the last day of lab use:
 - Sweep the floor of the lab, as well as porch area and steps.
 - Lab Equipment should be clean, dry and put away before departure.

FEE SCHEDULE

Expenses for visitors to the BFREE field station. All prices are per person except where specifically noted otherwise and are in US dollars.

	VISITORS	RESEARCHERS
Conservation fee	\$15 one-time fee per visit	
<i>MEALS</i>		
Breakfast	\$10	\$8
Lunch	\$12	\$10
Dinner	\$13	\$12
<i>LODGING - DAY RATES (Plus 9% hotel tax for all visitors)</i>		
Tent Camping - Provide your own tent, cold shower access.	\$15	\$10
Bunkhouses - Cold shower access.	\$28	\$25
Cabins - Hot and cold shower access.	\$60 for the first person, each additional person \$15	\$40 for the first person, each additional person \$15
<i>CABIN LODGING - MULTI-WEEK RATES (RESEARCHERS ONLY)</i>		
Cabins – More than seven days and less than 30 days	N/A	\$35 for the first person, each additional person \$15
Cabins - Monthly Rate	N/A	\$30 for the first person, each additional person \$10
<i>COMMUNICATIONS & RESEARCH</i>		
Lab Access - Includes refrigerator, freezer, stove, oven, power, bench space and storage.	N/A	\$5 per day
Internet and Telephone	Recent changes to communications, please inquire for updated information.	
<i>TRANSPORTATION TRUCK (UP TO FOUR PEOPLE)</i>		
Savannah Airstrip to BFREE	\$150	
Gomez Sawmill to BFREE	\$75	

Payment and Cancellation Policy

Fifty percent of total invoice to be received at least two weeks prior to arrival. Final balance due no less than two weeks after completion of stay. All fees are subject to an increase of 3% every two week period after due date. Cancellation policy - Cancellation more than seven days in advance, full refund. Cancellation less than seven days in advance minus %25 percent. Cancellation without notice, no refund.

FIELD STATION POLICIES

Health and Safety:

- Inform BFREE staff of medical conditions or allergies immediately upon arrival
- Stay hydrated by carrying a water bottle at all times
- Report injuries or illness to BFREE staff and the group leader immediately
- Carry and use flashlights when walking around from twilight to sunrise

Respect Nature and BFREE Grounds:

- No molesting, harming or killing of any wildlife (including venomous snakes)
- No chopping brush or marking trees with machetes or other tools
- Bug spray and sunscreen should be kept outside of the kitchen
- Flagging should be removed and borrowed field equipment returned immediately upon completion of projects
- Campfires are permitted in designated fire pit with permission from BFREE staff
- No smoking in any BFREE buildings
- Ask BFREE staff for permission before using the phone

Trails:

- Use trail map on information board to find out about available trails
- Inform BFREE staff before hiking and approximate time of return
- Traveling in pairs is highly encouraged
- Pick up trash along trails and dispose of properly

Meals:

- Inform BFREE staff of food allergies and special dietary needs
- Meal times (unless other arrangements are made) please arrive on time
Breakfast - 7:30 a.m. Lunch - 12 noon Dinner - 6:30 p.m.
- If skipping meals inform the kitchen staff at least one meal in advance
- For trail lunches please notify kitchen staff (by breakfast) one day in advance

Alcohol:

- Beer & cokes are available for sale in limited supply at the Cool Spot from 5-6 daily
- No outside alcohol is allowed
- Do not offer BFREE staff alcohol

Bunkhouse and Cabin rules:

- Leave shoes outside the building
- Keep doors closed and turn lights off when not in use
- Keep food and perishables in a sealed container
- 9 p.m. is quiet time—please turn off music and talk softly. This includes the kitchen.
- Dispose of food waste in compost piles