

Good Shepherd UCC RENTAL AGREEMENT

Renter Name: _____

Renter Address: _____

Email address: _____

Contact number: _____ Alt. Number: _____

Date(s) of Event: _____ Type of Event _____

Check-in Date/time: _____ Check-out Date/ time: _____

Renting: _____ Fellowship Hall with Kitchen **\$150+security** ; _____ Grove with Kitchen **\$125+security**

THIS AGREEMENT is made by and between the above named person(s), hereinafter referred to as “renter(s)” and Good Shepherd United Church of Christ, for good and valuable consideration and for the mutual covenants and conditions herein contained, the parties agree as follows:

Whereas, the rental cost and other fees for the date(s) and time(s) set out above is \$ _____ and other fees required have been added to this rental amount.

A \$50 security/damage deposit is needed to reserve any event date. Rentals are on a first come first serve basis. No reservation is guaranteed or confirmed unless / until the Rental Agreement is signed and returned with the security/damage deposit. This must be received one week after the booking date.

This fee is not applied to the event fees. The deposit is fully refundable if the event takes place and the facility is returned in the same condition as received, based on a pre and post-event on-site inspection.

The Rental Fee must be received two weeks prior to the event date.

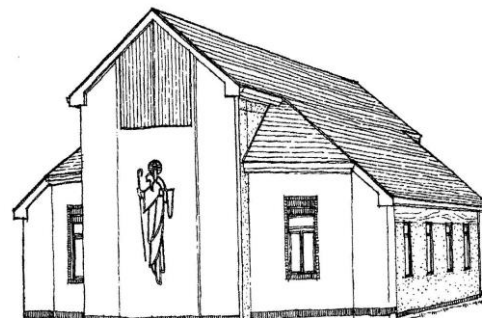
Whereas, Good Shepherd United Church of Christ is not responsible for accidents or injury to renter(s), guests, visitors, or any other persons or for the loss of money or valuables of any kind. Renter(s) do hereby agree to release, acquit, and forever discharge Good Shepherd United Church of Christ its officers, affiliates, agents, servants, employees, its personal representatives, successors and assigns, and any and all other persons, firms or corporations in privity with it, of and from any and all claims, demands, and causes of action, that renter(s) may have, have had, or ever have arising out of or by reason of the renter(s)' rental for the event.

Whereas, renter(s) agree to indemnify, protect, and hold harmless Good Shepherd United Church of Christ, its officers, affiliates, agents, servants, employees, its personal representatives, successors and assigns, against any claim for injuries, damages, or other consequences asserted by renter(s) or their guests, visitors, or any other persons during the rental terms and times.

Renter(s) Acknowledgement

Date

Good Shepherd United Church of Christ (Witness) Date



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Good Shepherd United Church of Christ holds the power to act solely on behalf of Good Shepherd United Church of Christ its officers, employees, its personal representatives and should be recognized as such by the renter(s), their guests, visitors, or any other persons throughout the rental terms and times.

Good Shepherd United Church of Christ, the sole property of Fellowship Hall and Grove, and should be treated as such at all times and by renter(s), their guests, visitors, or any other persons during the rental terms and times.

Conditions:

1. Purpose of Use:

The Good Shepherd United Church of Christ Fellowship Hall may be used but is not limited to the following events. Events not listed below are subject to approval by the Consistory of Good Shepherd United Church of Christ.

- Class Reunions
- Celebrations
- Conferences
- Family Reunions
- Funerals
- Meetings
- Plays/Dramas/Concerts (Gospel and/or Christian)
- Weddings
- Worship Services
- Workshops

2. Occupancy:

Maximum occupancy for the Fellowship Hall is not to exceed **210** persons.

The total number of persons attending any event must be kept to or less **210** persons in order to comply with fire and county / city regulations. Any unauthorized use of these areas will result in forfeiture of a portion or all of the security / damage deposit.

3. Damages:

Damage deposit is fully refundable if the event takes place and the facility is returned in the same condition as received, based on a pre and post-event on-site inspection . Renter(s) and Good Shepherd United Church of Christ representative each shall receive a copy of the contract, signed by both parties. Any post-event damages are deducted from the security / damage deposit.

Renter(s) is responsible for:

- Any loss or damage incurred to the Premises by their helpers, hired staff, other service providers and their guests, if the security/damage deposit is not sufficient to cover them.
- the conduct of their helpers, hired staff, other service providers and their guests, on the premises during and following the event.
- the proper handling of all equipment and furnishings.
- removal of trash to disposal bin.

The \$50 security/damage deposit is not applied to the event fees. This deposit shall be retained by Good Shepherd United Church of Christ until the facility is inspected and cleaned by the facility's staff following the event. If there is no loss or damage of the property and premises by renter(s) and/or their guests, the security / damage deposit shall be refunded within one (1) week following the event. If there is loss or damage, renter(s) shall forfeit part or all of the security / damage deposit at the discretion of Good Shepherd United Church of Christ.

Renter(s) shall be notified in writing of the loss or damage as well as the amount of the deposit to be forfeited. Further, renter(s) are responsible for all losses or damages to premises and/or furnishings and furniture caused by the renter(s), guests, visitors, or any other persons exceeding the amount of the \$50 deposit. By renting the facilities, renter(s) are assuming all risk and liability for any damage done to persons or property or visitors occasioned by the present or future

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condition of the premises, both latent and manifest. Failure to comply and/or cover expenses exceeding the \$50 will result in you forfeiting any future use and / or rental of the facility.

4. Deposits/Payments:

The deposit, event fees and / or other fees may be paid in cash, personal check, money order or cashier's check. Any personal check not honored by the bank may result in cancellation of the event, unless the deposit, rental fees, or other fees, plus assessed bank service charges, are paid in cash within five (5) days after notice to the renter(s). All parties agree that the security / damage deposit cost will be deposited into any business account of Good Shepherd United Church of Christ.

5. Cancellations:

If renter(s) cancel for any reason within fourteen (14) days prior to the event date, all parties agree that a \$50 will be returned.

6. Set-Up Time:

The renter(s) will be allowed one (1) hour of set-up time prior to the event and on the day of the event only.

7. Use of Property:

Upon arrival, the responsible party for the rental must check-in with the Good Shepherd representative prior to setup to review responsibilities and policies. The responsible party will be held accountable for the action of all the rental participants. Renter(s) limited to designated area(s) only.

All items brought in by renter(s) must be removed by renter(s) prior to check-out time.

No property belonging to Good Shepherd United Church of Christ shall be moved or taken outside by renter(s) or their guests; otherwise, renter(s) shall forfeit all or part of the \$50 deposit at the discretion of Good Shepherd United Church of Christ. Good Shepherd United Church of Christ, employees, its personal representatives, shall have the right to access and may be on the premises at any time for the purposes of inspection, supervision of building and grounds, security, management, or other purposes.

All youth/teenage activities must be supervised by adults at all times. A ratio of one adult per 10 youth/teens is required. The sponsoring adult must be present at all time.

8. Noise Ordinance:

Loud activities should be kept to a minimum so that you do not disturb other members and guests at the facility or in the surrounding area.

9. Cleaning/Clean-up:

The renter(s) is expected to return them in the same condition as received. The following general cleaning is required at the conclusion of the rental:

- Pick-up all trash both inside and outside of the building.
- Bag all trash and leave it by the back door (on the inside of the building).
- Put clean trash liners (bags) in trash cans.
- Wipe down all tables and countertops.
- Remove all decorations, balloons, and other party materials.
- Remove all food and other items from the kitchen and refrigerator that was brought by your group.

10. Smoking:

Smoking is allowed on the property, but in designated areas.

11. Alcoholic Beverages:

Alcoholic beverages are prohibited from anywhere on the property

12. Weapons/Firearms:

Weapons and/or firearms are prohibited from anywhere on the property (including buildings, grounds, and parking lot).

13. Decorations:

The following rules are applied and must be followed by all renter(s):

- No staples, thumb tacks or nails in furniture or on the walls

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- No repainting of walls
- Surplus chairs and tables are to remain in the building or in the designated storage area, not exposed to the elements.

14. Parking:

Parking area is available for use at all events at no extra charge. Parking is subject to parking signs and regulations. Please do not park in grassy areas.

15. Use of Grove Fire Pit:

In case of fire or other casualty, the renter(s) shall give immediate notice to Good Shepherd representative. If the premises shall be damaged by fire, the elements or other casualty, Good Shepherd shall repair the same as speedily as practicable, but it is the renter(s) obligation to pay all costs. Should there be a burning ban in effect, renter(s) must comply.

Good Shepherd United Church of Christ properties may not be used for any unlawful purposes.

Good Shepherd United Church of Christ reserves the right to refuse to rent to any person(s) for any reason deemed necessary.

Any changes to this agreement must be handwritten on the face of this original Agreement and shall be initialed by all parties hereto.

By signing this agreement, renter(s) acknowledge the amount of the fees to be paid to Good Shepherd United Church of Christ Fellowship Hall and agree to be responsible for payment in full in accordance with this agreement.

The terms and conditions of this Rental Agreement are accepted and agreed to by all parties.

Consent and Release:

I have read this Agreement and hereby covenant and agree to all of the general terms and specific conditions set out and, in particular, hereby covenant and agree that I am personally responsible and obligated to pay all charges due the Good Shepherd United Church of Christ Fellowship Hall in accordance with the conditions outlined therein. I further acknowledge and agree that any breach of any of the conditions may result in the termination of my right to use the Premises at the discretion of the Good Shepherd United Church of Christ.

Renter(s)

Date

In consideration of the covenants and agreements made by the Applicant, I hereby accept this application on behalf of the Good Shepherd United Church of Christ so as to permit the Applicant the right to use the Premises at the time or times specified there in.

Good Shepherd United Church of Christ

Date

Good Shepherd United Church of Christ and agents wish for our guests to have a beautiful, fun, and memorable event, but request that the Good Shepherd United Church of Christ Fellowship Hall, buildings, furnishings, and outside areas be treated with respect and kept in a beautiful condition for our next guests.