

The Shepherds Fellowship

Facility Rental Agreement

THIS AGREEMENT, made and entered into this _____ day of _____, 20___, by and between The Shepherds Fellowship (hereafter referred to as TSF), and _____, (hereafter referred to as Renter).

TERMS AND CONDITIONS OF USE:

1. The use of the church or property is not open to the general public and is strictly limited to those groups, organizations, and events that do not advance viewpoints, principles, or objectives contrary to the Christian faith. TSF reserves the right to refuse service/rental of the facilities for any reason.

2. Reservations will be accepted on a first come, first serve basis as availability allows. TSF events normal or special will be given first priority.

3. ALCOHOLIC BEVERAGES ARE NOT PERMITTED ON CHURCH PREMISES.

4. SMOKING IS NOT PERMITTED IN THE CHURCH BUILDING.

If smoking occurs in any church facility, the renter could be subject to additional fees (as determined by TSF Elders.)

5. Sound and musical equipment are not part of this agreement and are not to be used unless it is approved by TSF and a TSF contact person is present.

6. TSF facilities are rented in 4-hour blocks of time, any time longer than 4 hours may be subject to additional fees as determined by the TSF elders

7. The group may be required to furnish a bond or certificate of insurance to indemnify the group and TSF against and all suits for injury of loss sustained by attendance of the function. If insurance certificate is requested and not provided by the applicant, the application will be revoked.

8. Approved applications are not transferable and are subject to cancellation by TSF.

9. The rent for the facilities is as follows:

- a. Sanctuary – Depending on Event
- b. Blue Room - \$25
- c. Outdoor Events - \$20
- d. Church Building for Weddings - \$200

10. The renting party is responsible for the following supplies, cleaning/house keeping duties:

- a. All cups, plates, napkins, utensils, or other supplies.
- b. All trash must be taken out to the trash dumpsters.
 - Trash from parking lot, yard, and playground areas are included.
 - For large events an additional fee may be charged if the trash dumpster needs to be emptied before the normal pickup.
- c. All floors need to be vacuumed.
- d. Thermostats need to be returned to the original setting.
- e. Lights need to be turned off.
- f. All facilities need to be returned to there original setup.
 - Tables returned to storage.
 - Chairs either returned to storage or set in original location.
 - Nursery toys and equipment put away.

INDEMNIFICATION

TSF assumes no responsibility whatsoever for any property, supplies, or equipment placed in or on the facilities by Renter, and TSF is hereby expressly released and discharged from any and all liability for any loss, injury, or damage to persons, property, equipment, or supplies that may be sustained during or by reason of the occupancy or use of the facilities. Renter shall defend, indemnify, and hold TSF harmless from and against all claim, loss, expense or damage to any person or property in or upon the facility or any area allocated to or used by Renter or its agents, employees, or invitees, arising out of Renters use or occupancy of such facility, or neglect of Renter or its servants, employees, or agents, or any change or alteration made by the Renter to the facility. The indemnification described herein shall pertain to the buildings and all common areas located around the buildings on TSF grounds, including, but not limited to, parking lot, driveways, buildings, nursery, restrooms, playground and yard area.

Acceptance by TSF of an insurance certificate does not relieve the permit holder from liability as described by this Indemnification clause.

Renter's Signature _____ Date _____

I, individually and on behalf of the Renter, hereby accept, and agree to abide by, all terms and conditions listed in this Agreement and hereby agree to pay the fees.

Renter's Signature _____ Date _____

Address _____

Phone No. _____ E-Mail _____

Date of Event _____ Time of Event _____

Facilities Rented : Sanctuary Blue Room Outdoor (including playground)

Total Rental Fee \$ _____

TSF Contact Person _____ Phone# _____

TSF Contact Person will be present at the event.

The Shepherds Fellowship agrees to rent facility under the terms and conditions listed in this agreement.

Authorized TSF Representative: _____