



Rental Agreement for Church Facility

Details of Event

Contact Name: _____

Address: _____

Phone Number: _____ Email: _____

Description of Event: _____

Date of Event: _____ Opening Time: _____ Closing Time: _____

Rental Fees

- | | |
|----------------------------------------------------------------------------------------------|-------------|
| <input type="checkbox"/> Weekend whole church rental (wedding, seminar) | - \$1000.00 |
| <input type="checkbox"/> Sanctuary Rental(up to 4 hours) | - \$300.00 |
| <input type="checkbox"/> Fellowship Hall Rental(4 hours)
(\$25.00 per hour after 4 hours) | - \$150.00 |
| <input type="checkbox"/> Sound Technician (wedding, seminar) | -\$300.00 |
| <input type="checkbox"/> Sound Technician (4 hour Sanctuary rental) | -\$50.00 |

Rental Fee Amount: _____

Facility Rental Agreement

- Filling out this request does not automatically constitute approval for the facility, nor the time requested. All requests will be reviewed and approved based on church policy and facility and staff availability. The church reserves the right to reject any rental.
- Renter filing request must be a member of Abundant Life Christian Fellowship
- Facility use will be the time designated on the request form. Building will be opened and closed at the times requested.
- Renters must bring their own kitchen paper supplies. At no time shall renters use ALCF's paper supplies. ALCF will supply trash bags and trash disposal
- Children must remain in rented space. They are not permitted to "play" throughout the facility. Children are allowed access to play room. Renters are responsible to organize toys after use.
- The facility must be left in the condition in which it was found – clean so that another group could use it. The renter shall be responsible for all cleaning of chairs and tables and will be expected to pick up all trash not deposited in trash cans.
- All renters are financially responsible for any damage occurring to the building, grounds, and equipment.
- ALCF provides no health insurance, liability, and/or personal property insurance for groups using its facilities.
- I have read and understand the facility stipulations and agree that our group will follow them. I will inform and explain the stipulations to all guests and participants. I also understand that Abundant Life Christian Fellowship and its employees will be held harmless for claims resulting from our use.

Signature: _____ **Date:** _____

Event will be scheduled upon receipt of rental agreement
Final Payment is due at rental opening

Send Payment to:
Abundant Life Christian Fellowship
PO Box 371
Gap, PA 17527