



# FELLOWSHIP HALL LEASE AGREEMENT

This agreement entered \_\_\_\_\_ between Friedens UCC (**Lessee**)  
Date Contract signed  
and \_\_\_\_\_ (**Lessor**)  
Person Renting Fellowship Hall

**Lessor:**

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Lessee**, grants to **Lessor** permission to use the Fellowship Hall for the purpose and dates shown below and upon all the conditions set forth herein.

Purpose: \_\_\_\_\_ Date: \_\_\_\_\_

Hours of event: \_\_\_\_\_ Expected attendance: \_\_\_\_\_

**RENTAL CHARGE:** **Lessor** to circle all that apply

**USE OF FELLOWSHIP HALL**

**Note:** A Member, is one who is on the latest Friedens UCC Church Directory membership roster. If not on the current roster, they are considered non-members. If a member's children, parents, siblings, grandparents, or extended family are not on the current roster, they are considered non-members. If a member rents the hall **FOR** a family non-member, the member will take full responsibility for and be present at the event. If any questions regarding rental, it will be referred to the Rental committee for final decision.

	<b>FEE</b>
Member funeral dinners & non-profit organizations such as Friedens Church organizations, Scouting organizations, Red Cross, etc.	\$ 0
To those who rent and the Women's Guild serves, only the Hall Rental applies, Not the charge of the kitchen.	\$ 0
Paid employees will have Membership privileges.	\$ 0

**Fellowship Hall**

**Active Members:**

Without Kitchen (use of refrigerator, sink & microwave)	<b>\$ 50</b>
With Kitchen (stove, dishwasher, etc_ Additional	\$ 15

**Non-Member & Non-Active Members:**

Without Kitchen (use of refrigerator, sink & microwave)	<b>\$ 100</b>
With Kitchen (stove, dishwasher, etc.) Additional	\$ 75
<i>Refundable deposit if hall is clean upon inspection</i>	\$ 50

**Kitchen Only:** Members only if for their own personal profit \$ 25

**DEPOSIT:** By separate check, a deposit of \$50 is due upon signing Lease Agreement and will be refunded within seven days after the event and upon compliance with the terms of the lease. The deposit check will be returned after property inspection, according to the check list. ***No deposit needed for active members***

Deposit check # \_\_\_\_\_ Date Rec'd \_\_\_\_\_ Date Ret'd \_\_\_\_\_

**RENTAL CHARGE:** \_\_\_\_\_ is due within 2 week of event and **does not** include deposit.

Rental check.# \_\_\_\_\_ Date rec'd \_\_\_\_\_ Amount \_\_\_\_\_

**EQUIPMENT:** Lessee agrees to furnish tables and chairs. They are to be set up by the **Lessor** and shall be returned to their storage/original location upon completion of the event.

**DAMAGE:** Lessor agrees to cause Lessee's property real and personal to be kept clean. Lessor shall be liable for any damage to the Lessee's property, which Lessor or its guests causes or suffers to occur during its occupation hereunder. Lessor assumes full responsibility for all acts of its employees, patrons or guests and shall have sufficient security to maintain order and protect persons and property. Any damage amounts shall be immediately due and payable. Lessor agrees to return the Fellowship Hall to its original condition including, but not limited to, cleaning up all paper, trash, etc., which shall be bagged and taken to the dumpster, which is located at the southeast corner of the parking lot, at the south side of the church. Lessor shall sweep the floor, wipe up all spills, wash all dishes and return them to their original location, wipe down the tables and chairs and return all tables and chairs to their storage location upon completion for the event. If the kitchen is used it shall be cleaned and spills wiped up, and left in the same condition found by the Lessor. **Alcohol is permitted, but Lessor is responsible for any and all situations that arise if alcohol is used. No smoking is allowed in the building or within 15 ft. of the building.**

**ASSIGNMENT:** This Lessor may not assign any rights under this Lease.

**RELEASE AND INDEMNIFICATION:** Lessor agrees to indemnify and hold harmless Lessee for any damages to either physical or personal property or personal injury to Lessor or its guests.

**SET UP AND TEAR DOWN:** You may set up at any time the day of the event assuming there are no other functions in the Hall, and must complete tear down and clean up the same day as the event.

**TERMS AGREED TO ABOVE:**

**LESSEE**

**LESSOR**

\_\_\_\_\_  
Friedens UCC Representative

Date: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_