

Rental Date: _____

ZOAR UNITED CHURCH OF CHRIST FELLOWSHIP HALL RENTAL AGREEMENT

Zoar's Fellowship hall is available to rent year-round for your next event or party. This facility has heat and air conditioning, a full kitchen with 2 refrigerators, a large gas stove, dishwasher and a small ice maker. There is a small stage available. A small elevator makes this facility accessible to all. Restrooms are located on the same level and on the main level. The facility can easily seat 100 people.

Rental of the facility is available on a first come, first serve basis from 7am-11pm. Please make reservations as far in advance as possible.

Rental fee for the Zoar's fellowship hall is \$25 per day for church members and \$200 per day for non-members. A \$75 deposit is also required for non-members prior to rental and is refundable upon inspection of the facility after the rental event.

Policies and rules

1. No smoking is allowed inside the building or within 25' of building.
2. Alcohol is not permitted on church grounds.
3. Fireworks are not allowed on the church grounds.
4. Paper goods (plates, cups, napkins, paper towels, etc.) and plastic (55 gallon) trash bags must be provided by renter.
5. Chairs and tables are provided, but setup/takedown is the responsibility of the renter.
6. Leftover food, drinks and other trash should be taken to the dumpster at the end of your event.
7. Brooms and dust mops are provided for your use at the facility.
8. Paper towels and toilet paper are provided in the restrooms. **Please supervise children to prevent excessive water and paper waste.**
9. Please do not allow children to roam throughout the church building and sanctuary.

10. All personal items and decorations must be removed the day of the rental. **Zoar is not responsible for any items left in the fellowship hall.**
11. Please make sure that all dishes and utensils that have been used get washed. You can load the dishwasher and turn on before leaving. Dishwasher detergent, as well as dish soap for washing items by hand, is provided.
12. At the end of your event, please make sure that all lights are turned off and all church doors are locked.
13. Cancellation of reservations can be made prior to the day of the event for a full refund.

Signing this agreement acknowledges that you:

- a. Have read and agree to the above policies and rules
- b. Are responsible for the conduct of all guests and invitees
- c. Understand that additional repair costs will be charged if damage to the facility occurs during rental
- d. Are at least twenty one (21) years of age
- e. Understand that Zoar Church is not responsible for any accidents or injuries

Name (printed): _____

Zoar Church member: Y / N

Signature: _____

Date: _____

Address: _____

City, ST, Zip: _____

Phone #: _____

Alternate #: _____

Rental Date: _____

Accepted by: _____