

**RENTAL AGREEMENT APPLICATION
FOR SANCTUARY / FELLOWSHIP HALL KITCHEN/ NURSERY
FOR NON-CHURCH RELATED ACTIVITIES
Galloway United Methodist Church, 196 Seylser Road, Franklin, PA 16323**

Date requested: _____ Time rental needed – Time In: _____ Time Out: _____
 Organization and/or Contact Person(Lessee): _____
 Address: _____
 Phone No.: _____
 Purpose of use: _____

\$35.00 Security Deposit for ALL Building Usage for any non-church related activity (this includes building usage by members and non-members) Cash _____ Check _____ Ck# _____

Rooms are to left as they were found or better. If tables and chairs are set up for your event, they must be taken down. The security deposit will be returned if everything is in order.

****Children must be supervised at all times. Children are NOT permitted in any rooms at any time unless they are supervised by an adult. This includes bathrooms.**

Charges for NON-Members (place check mark before each that applies)

- _____ **Weddings** -- \$200.00- see wedding admen
- _____ **Worship Center** -- \$200.00
- _____ **Former Sanctuary** -- \$50.00
- _____ **Fellowship Hall** -- \$50.00
- _____ **Kitchen** -- \$30.00
- _____ **Education Wing Rooms** -- \$10.00 / Room
- _____ **Former Nurseries** -- \$15.00
- _____ **Former Narthex** -- \$25.00
- _____ **Maximum Room Rental charge is \$250.00**

Additional Charges

- _____ **Supervisor** -- \$25.00 per hour (Church will decide if Supervisor is required)
- _____ **Sound Person** -- \$30.00 per hour if microphones are used, (sound person needs to be at rehearsal and wedding)
- _____ **Janitor** -- \$20.00 per hour for specific events

MEMBERS usage for personal and family functions ONLY (place check mark before each that applies)

- _____ **Weddings**
- _____ **Worship Center**
- _____ **Former Sanctuary**
- _____ **Fellowship Hall**
- _____ **Kitchen**
- _____ **Education Wing Rooms**
- _____ **Former Nurseries**
- _____ **Former Narthex**

A flat rate of \$25.00 will be charged to all Members for the use of the church, a donation above this is always appreciated.

Additional Charges

- _____ **Supervisor** -- \$25.00 per hour (Church will decide if Supervisor is required)
- _____ **Sound Person** -- \$30.00 per hour if microphones are used
- _____ **Janitor** -- \$20.00 per hour for specific events

Prayer Room is not to be used for anything except prayer.

Payment is to be made in advance in full to the church office. Checks should be written out to the Galloway U. M. Church. Security deposit checks will be returned if the attached policies are followed. If damages do occur, and the cost exceeds the security deposit, lessee will receive a bill for the repair.

In consideration of the leasing of the premises of the Galloway U.M. Church to the undersigned, the undersigned hereby releases, acquits and forever discharges the Galloway U.M. Church, its officers, directors, agents, members, servants, and employees from any and all suits, actions, compensation, consequential damages, punitive damages, or any other things whatsoever on account of, or in any way growing out of, any and all property damage, personal injuries, illness, death or any other thing resulting or to result from any occurrence or accident that may happen as a result of or arise out of leasing or use of the described premises by the lessee.

The undersigned hereby agrees to indemnify, defend and hold harmless the Galloway United Methodist Church parties against any such claims brought by any person or entity.

This is not official until all signatures are obtained. The Lessee will be informed by phone when the Agreement is complete.

Signature of the Church Representative

Signature of Lessee-circle one (member or nonmember)

Date

Before you use the rooms, we request that you carefully read the attached policy. Any violation of attached rules shall be cause to terminate this agreement.

I HAVE READ THE ATTACHED POLICIES AND PROCEDURES PAGE FOR BUILDINGS USE _____(INITIAL)