

## Unity Church of Jesus Christ Space/Property Usage Agreement

This Agreement, made on \_\_\_/\_\_\_/2\_\_\_\_, is between **Unity Church of Jesus Christ, 140 Gill Street** and \_\_\_\_\_ hereinafter known as The Tenant.

### Terms of this Agreement

The Tenant shall be entitled to use one or more of the following church property/properties

- |  |  |  |                                  |
|--|--|--|----------------------------------|
| <input type="checkbox"/> Sanctuary                   | <input type="checkbox"/> Multipurpose room       | <input type="checkbox"/> Kitchen                 | <input type="checkbox"/> Library |
| <input type="checkbox"/> Nursery                     | <input type="checkbox"/> Offices                 | <input type="checkbox"/> Parking spaces          |                                  |
| <input type="checkbox"/> Sound room                  | <input type="checkbox"/> Chairs (state no.) ____ | <input type="checkbox"/> Tables (state no.) ____ |                                  |
| <input type="checkbox"/> Classrooms (state no.) ____ |  |  |                                  |

Other \_\_\_\_\_

For the following purposes: \_\_\_\_\_

Date of event: (dd/mm/yyyy) \_\_\_\_\_ (Day of week) \_\_\_\_\_

Time: \_\_\_\_\_

To be used  once  Weekly  Monthly (Please check one box only)

Please note that this agreement shall cover a maximum period of twelve months. The time stated above shall include any time required to set-up and clean-up after the event.

Where The Tenant is not a member of the church, he or she shall pay a non-refundable fee of \$ 50.00 for the use of the kitchen.

### The Tenant (and his/her invitees or guests)

- 1) Shall be responsible for the safe keeping and return of **all** church materials such as books, etc., taken under this Agreement.
- 2) Shall be responsible for, and keep in strict confidence, **all** keys, box codes, and other security instruments taken under this Agreement.
- 3) Shall take good care of the space/property, and not cause or allow any waste or damage to the space/property and shall repair all damages arising from misuse of the space/property.
- 4) Shall abide by parking regulations affecting the parking spaces surrounding the church and shall also be responsible for the safety of his or her parked vehicle(s). The tenant is advised to review the parking map attached to this agreement.
- 5) May not use the kitchen space unless approved in this Space/Property Usage Agreement.
- 6) May not remove any property from the premises without prior approval from the church. The Tenant shall keep all noise within the established borough noise levels.
- 7) Shall abide by all safety and security precautions established by Unity Church of

- Jesus Christ.
- 8) Shall indemnify and hold harmless Unity Church of Jesus Christ against and from any and all liabilities, fines, suits, claims, demands, actions, and costs of any kind or nature by anyone whomsoever due to, or arising out of,
    - a) Any default on the part of The Tenant in the observance, violation, or non-observance of any term, covenant, or condition of this Space/Property Usage agreement
    - b) Any damage to person or property occasioned by The Tenant's (or his/her invitees' and guests') use and/or occupancy of the property
    - c) Any injury to person or persons, including death resulting at any time from such use and/or occupancy of the property.
  - 9) Must obtain **prior approval** from the church to engage in fundraising sales, commercial sales, or retail sales, if such sale is a compelling factor in the request for church space or property.
  - 10) **Prior to the event**, must obtain approval from the church to use beverage and food. No food or beverage is allowed in the Sanctuary except Communion sacraments.
  - 11) Shall be solely responsible for set-up and clean-up of the church space and property provided under this Agreement.

**The Tenant must be present the entire time the reserved space is in use.**

**Unity Church of Jesus Christ shall not** be responsible for any equipment or other property brought to the church and used by The Tenant under this Agreement. *Storage space is available only under special circumstances, and requires special and prior approval from the church.*

**The premises of Unity Church of Jesus Christ are deemed as smoke, alcohol, and drug-free, in addition to being free of all illegal activities.**

**Acceptance of Terms**

I have read, understood, and agree to abide by the policies and procedures listed above.

\_\_\_\_\_  
Signature of The Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of UCJC official

\_\_\_\_\_  
Date

Copy to:  
Deacon Board Chair  
Administrative Assistant