

# WOODSIDE UNITED METHODIST CHURCH

## FACILITY AGREEMENT

The Board of Trustees of the Woodside United Methodist Church (hereinafter "Lessor" or "Woodside UMC") by and through its undersigned agent, hereby agrees to a Donation to the facilities of Woodside UMC (hereinafter the "facilities") to:

(Name) \_\_\_\_\_

(hereinafter "Lessee") Address \_\_\_\_\_ and  
whose telephone number is \_\_\_\_\_

1. Lessee's use of the Facilities shall be from (Date) \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ am/pm until (Date) \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ am/pm If this is a recurring use, the Facilities shall be used on the following dates: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
The specific room(s) leased is (are) \_\_\_\_\_
2. Lessee agrees and acknowledges that it is responsible for the conduct of itself, its guests, or any other person's attending the event for which the Facility or Parking Lot is being used.
3. Lessee agrees to leave the Facilities in a clean and orderly condition, Dishes, Utensils and Tableware used must be washed in accordance with the labels on the sinks. **All trash, rubbish, and other materials brought onto the premises by Lessee and its guests are to be removed at the time and date aforesaid. This includes Parking Lot clean up.**
4. Lessee acknowledges that it shall be responsible for any and all damages that may occur to the Facility or Parking Lot during Lessee use. Lessee shall be responsible and compensate Lessor for said damages regardless of whether the damages were caused by the Lessee, the guests, or others entering the affair for which the Facility or Parking Lot is being used.
5. The use or possession of any illegal drug, alcoholic beverages, or gambling on Woodside UMC property is prohibited. Smoking is not permitted in the Woodside UMC buildings. Violation of any part of this paragraph permits Woodside UMC to immediately terminate this lease.
6. In the event of inclement weather but not limited to snow, rain, and ice on the aforementioned date, Lessee shall be responsible for making the Facility and its areas of entry, exit and parking safe for Lessee's intended guests and invitees, In the event weather conditions warrant a cancellation of the event, Lessee shall be entitled to a refund of their Donation, less any cost incurred by the Woodside UMC.
7. Lessee agrees to release Lessor, its agents, and assigns, from any liability for damages that may occur to any of the Lessee's property that may be brought upon the property of Woodside UMC. Lessee shall, and hereby does, release the Lessor from any liability for personal injury that may occur to the Lessee's while on the Lessor's property.

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8. Lesser shall not be liable for any loss, injury, death, or damage to person's or property which at any time may be suffered or sustained by Lessee or by any person whosoever may at any time be using, occupying, or visiting the leased premises or be in, on or about the same property, whether such loss, injury, death or damage shall be caused by or in any way result from or arise out of any act, omission, or negligence of Lessee, or of any occupant, sub-lessor, visitor, or user of any portion of the premises, including the Parking Lot or shall result from or be caused by any other matter or thing whether of the same kind as or of a different kind than the matters of the things set forth above. Lessee shall indemnify and hold harmless Lessor from all claims, liability, loss, or damage whatsoever on account of any such loss, injury, death, or damage arising by reason of negligence or misconduct of Lessor, its agents, or employee's.
9. As used herein, unless the context clearly indicates the contrary, the singular number shall be plural, and the use of any gender shall be applicable to all genders.
10. **Lessee agrees and acknowledges that it shall be the responsible for any and all damages that may occur to said Parking Lot during the Lessee's use.**

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### Check List of Items Requested use of by Lessee

Please check all that you will need Fellowship Hall and Kitchen

Stove\_\_\_\_\_

Freezer\_\_\_\_\_

Dishwasher\_\_\_\_\_

Tableware\_\_\_\_\_

Utensils\_\_\_\_\_

Tables and Chairs\_\_\_\_\_

Refrigerator\_\_\_\_\_

Linens\_\_\_\_\_

Dishes\_\_\_\_\_

AC / Heat\_\_\_\_\_

DVD Player / TV\_\_\_\_\_

**Parking Lot Only\_\_\_\_\_ ( No Facility Use)**

Fellowship Hall and Kitchen Donation:

Hall Rental \_\_\_\_\_ \$75.00 (\$25.00 for Woodside UMC Members)

Kitchen Use \_\_\_\_\_ \$35.00

Clean up \_\_\_\_\_ \$50.00 Deposit – Returned if Clean

DVD/TV \_\_\_\_\_ \$10.00

**Parking Lot Only \_\_\_\_\_ \$50.00 (Extra Care must be taken when utilizing Parking Lot.)**

**All children must remain in the rooms Lessee has requested use of. Children are to be always under adult supervision. They are not Permitted to Run through the Premises**

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IN WITNESS WHEREOF, and intending to be legally bound, the parties set their hand and to this Lease on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

LESSOR: WOODSIDE UNITED METHODIST CHURCH

LESSEE SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

WITNESS SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

CHAIRMAN BOARD OF TRUSTEES

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Rental Paid: \_\_\_\_\_

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