



## Central Baptist Church Facilities Use Agreement

This Facilities Use Agreement governs the use of any property (interior or exterior), building, facilities, furniture, equipment, or other resources (hereafter “facilities”) owned by **Central Baptist Church – Oak Ridge, NC**. Anyone using our facilities (hereafter “User”) must and hereby does agree to abide by the terms of this Agreement and all other rules, restrictions, or instructions from the **Central Baptist Church – Oak Ridge, NC** (hereafter “Church”) regarding the use of Church facilities. User hereby agrees to the following general guidelines:

1. User agrees to pay \$  in advance to defray the costs of using Church facilities. This amount will reimburse the church for utility costs, cleaning services and security services relative to the use of the facilities. The user also agrees to submit a security deposit, in the amount of \$  that will be returned within 30 days if no issues occur as part of the rental. If additional services are required after the rental, the cost of these services will be deducted from the deposit provided.
2. User hereby takes responsibility and liability for anyone who uses the Church facilities in connection with User’s obtaining permission to use the Church facilities. The undersigned User shall fulfill the obligations of this Agreement on behalf of anyone using the facilities in connection with the User entering into this Agreement. The Church shall be “held harmless” for any accident or injury that would occur during the use of the facilities.
3. All requests for use of Church facilities are subject to approval of the Church and may be withheld or withdrawn for any purpose whatever.
4. User agrees that that it will not allow the Church facilities to be used for any unlawful purpose, and will obey all laws, rules, and regulations of all governmental authorities while using the Church facilities.
5. User agrees to abide by all Church guidelines, requirements, rules, and other restrictions set forth by the Church.
6. User agrees to use caution in their activities involving Church facilities and take responsibility for preventing harm to their guests, other people, and the facilities. User agrees to provide adequate supervision for any children or young people involved in User’s activities in the Church facilities.

7. User agrees to return the facilities to a clean and orderly state after using the facilities. User agrees to be responsible for preparing for use and returning to the pre-use condition all areas of the premises which User will use, including entrances and exits.
8. User agrees to conduct a visual inspection of the premises, including entrances and exits, prior to use, and warrants that the premises will be used only if it is in a safe condition.
9. This agreement may be cancelled unilaterally by either party with written notice to the other party, within 30 days of the proposed event. Otherwise, a \$50 administrative fee will be required from the proposed User. The User will be entitled to a refund of any deposit User has paid (less the \$50 administrative fee if applicable). However, in no event will the Church be liable to User for any lost profits or incidental, indirect, special, or consequential damages arising out of User's inability to use the above-described premises, even if Owner has been advised of the possibility of such damages.
10. If User is an organization, User agrees to provide a certificate of insurance covering harm to the facilities or people arising from User's use of the facilities. The certificate of insurance will name Central Baptist Church – Oak Ridge, NC as an additional insured.
11. User agrees to indemnify and hold harmless the Central Baptist Church – Oak Ridge, NC, its officers, employees, members, and other representatives from and against any claims, liabilities, losses, damages, actions, costs, and expenses (including attorney's fees and legal costs) arising out of User's use of the Church's facilities.
12. In the event Church facilities are damaged by User, then User shall accept the amount of repair and/or replacement costs determined by the Church or their designee and shall pay the Church for such repair and/or replacement costs on demand.
13. Users shall not grant permission to use the Church facilities to any other persons(s) or organization(s) than those specifically agreed to by the Church as part of this agreement.
14. User shall not allow any of the following to be connected, in any way, with use of the Church's facilities: alcohol, illicit drugs, tobacco of any type, gambling, lasciviousness, promiscuity, immodesty, immorality, indecency, homosexuality, transgenderism, sexual deviancy, profanity, or disrespectful behavior. The Church shall have complete authority to decide what activities violate these principles.
15. Users shall not allow any use of the Church's facilities that might endanger the Church's status as a tax-exempt entity.

16. User agrees that it will not assign any of its rights under this agreement, and any such assignment will void this agreement at the sole option of the Church.
17. The Church and User agree that any disputes arising under this agreement will be resolved via a mutually acceptable alternative dispute resolution process as outlined in the laws of the State of North Carolina.
18. This document contains the entire agreement of the parties and supersedes all prior written or oral agreements relating to the subject matter.

**Menu of Fees:**

	Church Member	Non-Church Member	Schools
Gym Rental	Free	\$100.00*/Day	\$100.00*/Day
Conference Room Rental	Free	\$100.00*/Day	\$100.00*/Day
Classroom(s) Rental	Free	\$100.00*/Day	\$100.00*/Day
Security (Open / Close)	Free	\$100.00*/Day	\$100.00*/Day
Cleaning Service <i>Vanguard Cleaning Fee</i>	\$150.00**	\$150.00**	\$150.00**
<b>** Only charged if rental area left not as found.</b>			
Audio Visual (w/ technicians) <i>AWAKEN Technician Fees</i> Minimum: 0 - 3 Hours 3 - 5 Hours	\$50.00 \$100.00	\$50.00 \$100.00	\$50.00 \$100.00
<b><i>Fee does not apply to church events</i></b>			
Kitchen (no food included)	Free	\$100.00*/Day	\$100.00*/Day
Refundable Deposit	Free		
<b><i>* Per day rental is for all areas rented.(i.e., rental of gym is \$100, rental of gym and kitchen is \$100, rental of multiple rooms is \$100, etc.)</i></b>			
TOTAL RENTAL			

- Any fees may be waived by a Staff member.
  - School functions may be waived by Staff member for the promise of a donation to the church. *Failure to make donation may require future events' fees not to be waived.*
- Funerals for church members are waived and church member's family may be waived by a Staff member.

USER: \_\_\_\_\_

FULL ADDRESS: \_\_\_\_\_

\_\_\_\_\_

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

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

FACILITY USE INFORMATION:

DATE OF REQUESTED USE: \_\_\_\_\_

HOURS OF REQUESTED USE: \_\_\_\_\_

SPACE(S) REQUESTED: \_\_\_\_\_

NAME OF REQUESTED USER: \_\_\_\_\_

EMAIL OF REQUESTED USER: \_\_\_\_\_

CELL # OF REQUESTED USER: \_\_\_\_\_

ADDRESS OF REQUESTED USER: \_\_\_\_\_

\_\_\_\_\_

CHURCH MEMBER:

YES

NO