

RENTAL AGREEMENT

Effective March 1, 2017

1. Made this _____ day of _____, 20____ between EAST MAIN PRESBYTERIAN CHURCH, as "Lessor" and _____, as "Lessee".
2. Witness, the said lessor in consideration of rents and convenience hereinafter mentioned does here by lease and let said lessee to be used for: _____, the rental rooms or premises located at 120 East Main Street, Grove City, PA 16127 and known as East Main Presbyterian Church.
3. The above rental period will be from _____ o'clock to _____ o'clock on _____, 20_____.
4. A \$150 REFUNDABLE SECURITY DEPOSIT IS DUE AT THE TIME OF SIGNING OF THE LEASE **and is not part of the rental fees. If cancellation occurs within 48 hours of the day leased, this will result in a forfeit of the security deposit.**
5. Keys must be picked up within 2 days of your event between 8:00 am and 3:00 pm at the Church office.
6. In consideration whereof said Lessee agrees to pay the said Lessor for the said premises, the sum of _____ dollars. Payable no later than two (2) weeks prior to the above stated event unless prior arrangements have been made for billing.
7. RATE:

Members/Christian Groups:

\$25.00 /day for Parlor (Includes Kitchen)

\$50.00 /day for Fellowship Hall or Cornerstone (Includes Kitchen)

\$25.00 /day for GYM or \$5.00 / hour.

NO charge for classrooms.

All other groups:

\$300.00 /day Fellowship Hall or Cornerstone (Includes Kitchen)

\$100.00 /day for GYM or \$20.00/ hr.

\$50.00 /day Classroom

8. The premises must be returned to original state. Lessee is responsible for set up and tear down of tables, removal of all rubbish, vacuuming, etc.
9. Lessee must provide their own linens and kitchen towels.
Members may use the linens and kitchen towels of the church however, they are responsible

Lessee Initials: _____

Lessor Representative Initials: _____

to launder and return all items within 24 hours.

10. NO ALCOHOL OR SMOKING is permitted in the building.
11. **Miscellaneous:** No tacks, thumbnails, nails, staples, tape or any fastening devices may be used to affix decoration to walls, ceiling, windows or doors.
12. No helium balloons of any type shall be permitted within the Sanctuary or the Recreation Hall due to possible damage to the ceiling fans. No confetti, rice, bird seed, or other small items either inside or outside the church premises. Soap bubbles are allowed outside the church only. All candles used above carpets must be flameless. **In the Sanctuary, only the candles that the church provides may be used**, as they are specifically designed to fit into the candle holders. They are available at a modest cost.
13. All rubbish shall be placed in the dumpster. The Lessee is responsible to make sure their hired caterer cleans kitchen and disposes of all rubbish.
14. As a further consideration for the use and acceptance of said property including parking lot and entranceway the lessee also agrees to indemnify and hold harmless the Lessor from any and all loss, losses or thefts of personal property, damages, from personal injuries, or accidental happenings of any sort and or on the said premises or during the occupancy thereof the Lessee herein and in any manner connected therewith.
15. Lessee agrees to indemnify and hold harmless Lessor against any and all claims, demands, damages, costs, and expenses, including reasonable attorney's fees for the defense thereof, arising from the conduct for the management of the Lessee's use of the facility or from any act or negligence of Lessee, it's agents, contractors, employees, subtenants, concessionaires or license in or about the leased premises. In the case of any action proceedings brought against Lessor a reason for any such claim, Lessee, notice from Lessor, covenants to defend such action or proceeding by counsel acceptable to Lessor. Lessee shall be responsible for all costs and expenses under this indemnification procedure.

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16. Following an inspection by the Lessor, the security deposit will become refundable to the Lessee within then (10) days following the end of the Lease providing the following stipulations have been met:

- a. All rubbish as a result of the lease has been removed (from kitchen as well).
- b. No damages occurred to the property. If any damages did occur to the leased property, or if property is lost, which exceeds the security deposit, the Lessee shall be held totally liable and responsible for the cost of repairing or replacing the damaged or lost property.
- c. Lessee vacated the property by the expiration of the rental period.
- d. Lessee leaves the premises, including the parking area and grounds in the same condition as they were prior to the rental.
- e. Conditions of this agreement are complied with by Lessee in full.

Lessee Initials: _____

Lessor Representative Initials: _____

AGREEMENT FORM

Name of Lessee: (Print) _____

Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: (____) _____

EMPC Agent: (Print) _____

Correspondence and **RENTAL FEES** to be made to:

East Main Presbyterian Church
120 E. Main Street
Grove City, PA 16127

(724) 458-8270

**RENTAL FEES are payable no later than two (2) weeks prior to rental date.
All checks to be made payable to: East Main Presbyterian Church.**

FOR LESSOR USE ONLY:

SECURITY DEPOSIT \$150.00

RECEIVED BY: _____ CHECK #: _____ AMT: \$ _____

RENTAL FEE: \$ _____

RECEIVED BY: _____ CHECK #: _____ AMT: \$ _____ DATE: _____

BALANCE DUE : \$ _____

Lessee Initials: _____

Lessor Representative Initials: _____