

Claryville Reformed Church Use Agreement for Church and/or Church Hall

Name of User/Organization: _____

Address: _____

E-Mail address: _____

Phone: Cell: _____ Other: _____

Date requested: _____ Time: From: _____ to: _____

Type of usage: _____

Do you require the use of the Church? ____yes ____no Time needed: _____

Donation for church usage \$100 _____ payable to the Claryville Reformed Church.

Do you require Pastoral Services?yesno Time needed: _____

Donation for Pastoral Service is \$150 payable to _____

Do you need the use of our organist? ____yes ____no Time needed: _____

Donation for church organist \$100 payable to her/him _____

Note: The Church is a non smoking and non alcohol building. At the end of the event all users must be sure the windows and doors are closed and locked. Unless arrangement is made in advance, flowers and any paper flyers must be removed from the church building.

I/We agree to the use of the Claryville Reformed Church Fellowship Hall, which accommodates 125 people, for the purpose of _____ with the following conditions noted below:

1. A \$200 donation will be given to the CRC. Agreed donation for use of this facility for date specified above is \$ _____. check # _____

2. A refundable \$50 deposit is required prior to the event and will be refunded after the event is over and an inspection is performed. The building is to be left clean with all trash and recyclables removed and the building is to be ready for the next user. Check # _____

3. Renters responsibilities:

- The building will be clean upon departure
- The user removes all trash and recyclables from the church building and property
- All furniture must be cleaned and returned to its proper place
- No decorations can be attached to the walls (taped or tacked)
- The user supplies the utensils and paper goods
- The hot water heater will be shut off
- The thermostat will be set at 60 degrees
- At the end of the event, be sure to close and lock the windows and doors (there are four sets of doors)
- Any damage that occurs during usage will be covered by the user

Claryville Reformed Church Hall Use Agreement

4. Equipment and supplies stored in the kitchen cabinets and refrigerator are the property of the church and are not to be used without specific permission. Church paper goods and groceries will not be used.

5. Telephone is available for local and emergency use. You may be responsible for reimbursement of any charges incurred during your use period.

6. The church and church hall are non smoking buildings. Alcohol, drugs or vaping are not permitted.

The following members can answer questions you may have or formalize this agreement.

Linda Erts 845-798-6271, Dick or Penny Coombe 845-985-7530.

Agreed to by _____ User/ Organization

Date _____ Claryville Church