

CHRIST CHURCH UCC

15 South Ft. Thomas Avenue, Ft. Thomas KY 41075

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BUILDING FACILITIES AND EQUIPMENT CONTRACT

Event Date: _____ Type of Event: _____ # Attending: _____

Name: _____ Address: _____

Phone/Email: _____

\$100.00 non-refundable deposit

Please check the facilities to be used: (please note member/non-member price)

_____ Hoffmann Hall (includes kitchen)

Non-Members -\$100.00/hour (Four hour minimum) Members—\$200.00 flat charge

All other rooms listed below:

\$100.00 deposit Non-Members / \$0 deposit for Members \$40.00 non-refundable cleanup fee

_____ Parlor \$70.00

_____ Conference Room \$70.00

_____ Library \$70.00

_____ Chapel \$125.00

_____ Prayer Garden \$75.00

_____ Other rooms \$50.00

\$100.00 flat fee for setup/cleanup additional

Alcohol must be supplied by a caterer with a state liquor license. If a caterer is not used the church can provide a one day beer only license with an additional charge for permit/administrative fees (\$200.00) and bartender (100.00 paid direct the day of the event).

Caterer Name: _____ Address: _____

Phone/email: _____ Do they have a permit to dispense alcohol? _____

Setup/other instructions:

I agree to the following in regard to the use of the facilities of Christ Church, UCC:

The building will be left in the same condition that it was when the group/individual came into the building. If damage to the facility or its furnishing is incurred during the time of use by the group/individual, the group/individual will be responsible for payment for restoration to the original condition.

Date & time of use: _____

Signature of renter: _____ Date: _____

Representative of Christ Church UCC _____ Date: _____

Deposit: \$ _____ (date received) _____

Total Amount Due (-deposit): _____ payable to Christ Church UCC.

Balance due in full one week prior to the event.

Receptions in Hoffman Hall with Alcohol

Events that involve alcoholic beverages require up to 8 weeks for approval. The event form signor must be older than 21 years subject to request of proof. Approval will be based upon review and acceptance by the Executive Council. Alcoholic beverages include wine, beer and distilled grain alcohol. Any event where alcohol will be present requires the event signor to read and sign the Alcohol Responsibility Statement to be submitted with the Event Request Form.

Members of Christ Church requesting alcohol to be at an event will not be required to have servers. If servers are used, the company providing the servers will need to provide a liability waiver naming Christ Church as an additional insured.

Non-members of Christ Church requesting alcohol to be at an event **will** be required to use servers. The company providing the servers must submit a liability waiver naming Christ Church as an additional insured.

Alcoholic beverages may be brought on the premises and consumed within Hoffman Hall under the following conditions:

- The church will not provide beverages other than tap water.
- Alcoholic beverages cannot be served except by licensed and insured companies.
- Alcoholic beverages must be served only to people legally allowed to consume alcohol. In the state of Kentucky the legal age is 21 years or older.
- All alcoholic beverages must be removed from the church upon conclusion of the event.

The event form signor must submit the Alcohol Responsibility sheet with the Event Form Request.

Alcohol Responsibilities

Beer, Wine and Distilled Spirits are drugs that can drastically impair a person's physical reactions and mental stability. Even legal consumption can result in dangerous situations.

Christ Church understands that consumption of alcohol can be a minor part of celebrating life events. We want to support events promoting celebration of life, not celebration of alcohol. The event should not exist as a reason to drink alcohol.

As the signor of the event form, you are stating to Christ Church that alcohol is a minor part of your event. If this is determined not to be the case, any deposits will be forfeited and fees may be imposed.

The legal age for alcohol in the state of Kentucky is 21. If your event will have people under that age attending, Christ Church requests that you discuss with them that any consumption, however obtained, of alcohol is illegal and they risk possible arrest. As the event form signor, you may be arrested also for providing alcohol to minors.

As the Event Form Signor, I understand my responsibility during this event to prevent alcohol abuse and illegal consumption.

Event Form Signor _____ Date _____

Signature _____ Print name _____

Date _____

Will alcoholic beverages be served? _____ I agree with the Alcohol Responsibility terms (initial) _____

I agree to the terms on this form and the event terms in the Event Procedures as provided to me with this form.

I accept responsibility for any damages incurred during the event. I understand my responsibilities as host if alcoholic beverages are consumed at this event

Full & Final Release Covering all Claims or Rights
Of Action of Every Description, Past, Present or Future

For and in consideration of the lease and use of Hoffmann Hall and Christ Church United Church of Christ property, the Responsible Party does hereby for himself/herself, his/her guests and invitees, hereby acknowledge being of lawful age, for myself/ourselves, my/our heirs, release, acquit and discharge the said Christ Church United Church of Christ, its council, members, ministers, staff and employees and all others persons, firms and corporations, and their action, claim and demands of whatsoever kind or nature on account of any and all known and unknown injuries, losses and damages by me/us or my/our property, our guests and invitees, as a result of an directly or indirectly arising out of the use/lease/rental of the Christ church United Church of Christ premises located at South Ft. Thomas Avenue, Ft. Thomas, KY 41075.

It is expressly understood and agreed that this release is intended to cover and does cover not only all now known injuries, losses and damages but any future injuries, losses and damages not now known or anticipated but which may later develop or be discovered, including all the effects and consequences thereof arising from the lease/rental of the Christ Church United Church of Christ premises.

And I/We hereby declare that I/We fully understand the terms of this Release.

It is agreed and understood that the Responsible Party hereby expressly stipulate and agree, in consideration of the aforesaid opportunity to use/lease/occupy and rent the Christ Church United Church of Christ property to fully indemnify and hold harmless the said Christ Church United Church of Christ council, its ministers, its members, staff and employees, against loss from any claims, demands or actions that may hereafter at any time be made or brought against the Christ Church United Church of Christ, its ministers, council, members, staff and employees, by anyone or any company or supplier, on account of any injuries, accidents, property damage, wrongful death or any other claim that arises directly or indirectly from the use/lease/rent or occupancy of the premises.

The undersigned understands that the parties hereby released accept no liability of any sort by reason of said lease/rent/use and occupancy of the premises.

The undersigned hereby declare that the terms of this wedding lease/rental/use agreement have been completely read and are fully understood and are voluntarily accepted.

The lease/rental/use occupancy agreement and Release With Indemnity Agreement contains the entire agreement between the parties hereto and the terms of this document are contractual in nature and not a mere recital. We further state that we have carefully read the foregoing Release With Indemnity Agreement and the contents thereof and we sign the same as our own free act.

Witness my hand this _____ day of _____, 20 _____.

Responsible Party _____ Print Name _____

State of Kentucky, County of _____

Subscribed, sworn to and acknowledged before me by _____

This _____ day of _____, 20 _____.