

# **CHURCH FACILITY USE POLICY**

## STATEMENT OF PURPOSE:

The church's facilities were provided through God's benevolence and by the sacrificial generosity of church members. The church desires that its facilities be used for the fellowship of the Body of Christ and always to God's glory. We make our facilities available to approved non-members and groups as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

However, facility use will not be permitted to persons or groups advocating or engaging in practices that conflict with the church's faith or moral teaching, which are summarized in the church's constitution and bylaws. The pastor, or his official designee, is the final decision-maker on whether a person or group is allowed to use the church facilities.

The pastor or official designee must approve all uses of church facilities. Priority shall be given to members of the church, their immediate families, and organized groups that are part of the ministry, organization, or sponsored activities of the church.

## FACILITY USE GUIDELINES:

1. No alcohol may be served in church facilities.
2. No smoking is permitted in church facilities.
3. Groups are restricted to only those areas of the facility that the group has reserved.
4. Food and beverages (excluding water) are not allowed in the sanctuary.
5. Church equipment, such as tables and chairs, must be returned to the original placement, unless arranged otherwise prior to the event.
6. All lights must be turned off and doors locked upon departure.
7. All areas that were used must be cleaned by the rental party. Cleaning includes but is not limited to; sweeping floors, wiping down all surfaces used, equipment put back in correct areas, and trash taken to dumpster.
8. Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited while using church facilities. Any person exhibiting such behavior will be required to leave premises.
9. Any person or group must sign the "Church Facility Reservation Request and Agreement" form prior to reservation of church facilities.

## INSURANCE:

For all reoccurring non-church sponsored group events (excluding one day personal events such as weddings, birthday parties, showers) users will need to provide a copy of the organizations or personal certificate of liability prior to the date of use. The certificate of insurance will indicate that the user has made Praise Community Church of Plymouth an "additional Insured" on the user's policy with respect to the use of the above premises.

I, \_\_\_\_\_, have read and accept the terms above as stated.

(Signature)\_\_\_\_\_ (Date)\_\_\_\_\_

## **USAGE RATES / FEES**

### PASTORAL CHARGES FOR WEDDING:

#### **Non-member Prices:**

6 sessions of premarital counseling = \$150

Wedding rehearsal = \$50

Wedding ceremony = \$150

\*\* Additional Facility Charges are listed below

**Member Prices:** No Official Charge for the above services. A gift or honorarium is appreciated. There may be additional charges if traveling or overnight hotel stay is involved.

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### FACILITY USE CHARGES FOR WEDDINGS/ SHOWERS/GRADUATION PARTIES/ MEMORIALS/ ETC:

**Member Prices:** No Charge. You are solely responsible for scheduling in the office for the church calendar, set-up, tear down, cleaning floors with broom/ mop if sticky, garbage removal to dumpster in parking lot, kitchen clean up, and any additional clean up that is necessary to bring building back to its original state.

#### **Non-member Prices:**

Sanctuary Use: (0 to 75 guests) \$100.00 per hour

(76 and up) \$150.00 per hour

Fellowship Hall Use : (0 to 75 guests) \$100.00 per hour

(76 and up) \$150.00 per hour

Fellowship Hall Prices includes: use of chairs, tables, refrigerators/freezers for storage, sink, garbage cans, garbage bags and heat or a/c. If you would like to use the coffee maker or ovens you must speak to Dena Fields regarding this in advance and only under certain circumstances will it be approved.

Classroom/Office Use: Fees are based on a case by case basis. Please speak to Dena Fields in the office for more information or email her. (734) 455-2300 or [dena@pbcplymouth.org](mailto:dena@pbcplymouth.org)

## Release of Liability

### Read Carefully - This Affects Your Legal Rights

In exchange for participation in the activity of Building Use organized by Praise Community Church, of 45000 N Territorial Rd, Plymouth, Michigan, 48170 and/or use of the property, facilities, and services of Praise Community Church, I, \_\_\_\_\_, of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, agree for myself and (if applicable) for the members of my family, to the following:

- 1. Agreement To Follow Directions.** I agree to observe and obey all posted rules and warnings, and further agree to follow any oral instructions or directions given by Praise Community Church, or the employees, representatives, or agents of Praise Community Church.
- 2. Assumption of the Risks and Release.** I recognize that there are certain inherent risks associated with the above-described activity and I assume full responsibility for personal injury to myself and (if applicable) my family members, and further release and discharge Praise Community Church for injury, loss, or damage arising out of my or my family's use of or presence upon the facilities of Praise Community Church, whether caused by the fault of myself, my family, Praise Community Church or other third parties.
- 3. Indemnification.** I agree to indemnify and defend Praise Community Church against all claims, causes of action, damages, judgments, costs, or expenses, including attorney fees and other litigation costs, which may in any way arise from my or my family's use of or presence upon the facilities of Praise Community Church.
- 4. Fees.** I agree to pay for all damages to the facilities of Praise Community Church caused by any negligent, reckless, or willful actions by me or my family.
- 5. Applicable Law.** Any legal or equitable claim that may arise from participation in the above shall be resolved under Michigan law.
- 6. No Duress.** I agree and acknowledge that I am under no pressure or duress to sign this agreement and that I have been given a reasonable opportunity to review it before signing. I further agree and acknowledge that I am free to have my own legal counsel review this agreement if I so desire. I further agree and acknowledge that Praise Community Church has offered to refund any fees I have paid to use its facilities if I choose not to sign this agreement.
- 7. Arm's Length Agreement.** This agreement and each of its terms are the product of an arm's length negotiation between the Parties. In the event any ambiguity is found to exist in the interpretation of this agreement or any of its provisions, the Parties, and each of them, explicitly reject the application of any legal or equitable rule of interpretation which would lead to a construction either "for" or "against" a particular party based upon their status as the drafter of a specific term, language, or provision giving rise to such ambiguity.
- 8. Enforceability.** The invalidity or unenforceability of any provision of this agreement, whether standing alone or as applied to a particular occurrence or circumstance, shall not affect the validity or enforceability of any other provision of this agreement or of any other applications of such provision, as the case may be. Such invalid or unenforceable provision shall be deemed not to be a part of this agreement.
- 9. Emergency Contact.** In case of an emergency, please call \_\_\_\_\_ (Relationship: \_\_\_\_\_) at \_\_\_\_\_ (Day), or \_\_\_\_\_ (Evening).

**I HAVE READ THIS DOCUMENT AND UNDERSTAND IT. I FURTHER UNDERSTAND THAT BY SIGNING THIS RELEASE, I VOLUNTARILY SURRENDER CERTAIN LEGAL RIGHTS.**

By: \_\_\_\_\_  
\_\_\_\_\_

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