

CENTRAL SAANICH UNITED CHURCH USER AGREEMENT

Thank you for considering Central Saanich United Church for hosting your event. Hospitality and welcoming the community is an integral part of our Ministry.

Listed below are our rental rates and outlines the conditions and responsibilities of renting our facilities.

CHURCH

The church can be booked for concerts and other events. Seating capacity is 124 people in the Sanctuary.

Cost: \$250.00

The HERITAGE ROOM

This is located in the Church and seating capacity is 20 people.

Cost: \$50.00

SHADY CREEK HALL

The Hall is in a separate building from the Church and also has a fully stocked kitchen. Seating capacity is 67 people.

Cost: \$50.00 WITHOUT use of kitchen
\$75.00 WITH full use of kitchen

By signing this rental agreement the Renter agrees to the following requirements:

- A certificate of liability insurance for the date of the event is due to the Church Office no later than 2 weeks prior to the event.
- No alcohol is permitted except for beer or wine as part of a meal. Users are responsible for applicable licenses and permits. Visit <http://www.pssg.gov.bc.ca/lclb/apply/special/> for more information.
- There is no smoking allowed in any of the Church buildings.
- Any damages incurred during the time of rental to the building or its contents will be repaired or replaced at the Renter's expense and also a forfeit of their deposit.
- The cost of new keys will be the responsibility of the Renter if they are lost.
- The Renter is responsible for setup, take down and clean up. The Church has limited janitorial staff and asks that those who use the building leave it in the same condition that it was found. **Please note: you must take your garbage with you.** Upon leaving the building, all lights and heat are to be turned off and the door securely locked.
- The Church reserves the right to cancel scheduled bookings when necessary (for example wedding, funerals, etc.) We will do our best to provide advance notice.

Church / Hall to be used: CS Church CS Hall XX

Date of Use:

Time of Use:

One time only

Recurring

Days or Date: _____

Group Name or Individual: _____

Group Address if applicable: _____

Contact Person: _____ Phone #: _____

e-mail address: _____

Description of Use (Include numbers of people, equipment, rooms etc):

Payment: _____

Damage Deposit: \$100.00

The aforementioned Group/Individual assumes responsibility for any breakage or damages to facilities and equipment. I, _____, an authorized representative, declare that this Group has sufficient insurance coverage for any personal or property damage incurred during building use and release Central Saanich United Church from liability for such damage.

Signed by _____
An authorized representative for the above group.

An authorized representative for Central Saanich United Church

Date

CONTACTS FOR SHADY CREEK HALL

Tara at Office ph. 250 652-2713 (Tuesdays & Thursdays, 10 - 2)

In Case Of Emergency Contact:

Jim Rondeau ph. 204 795-5075 / b4jim@hotmail.com

Tara Houle ph. 250 896-7950

For all other inquiries, please visit our website at
www.centrialsaanichunited.ca