

FACILITIES AND SERVICES FEE SCHEDULE (NON-WEDDINGS)

Lake Lotawana Community United Methodist Church
28901 NE Colbern Road Lake Lotawana, MO 64086
(816) 578-4544 Phone

It is our mission to reach out to our community to bring people to know Jesus Christ.

With that in mind, we proudly offer the use of our facilities.

PURPOSE: This Facilities and Services Fee Schedule outlines the price list for using the facilities owned by Lake Lotawana Community United Methodist Church (LLCUMC), and for services that are available by LLCUMC staff. Users of the Church facilities must agree to and sign the Facilities Usage Agreement.

NON-MEMBERS, NON-ACTIVE MEMBERS, and ORGANIZATIONS (NOT FOR PROFIT and FOR PROFIT)

1. Sanctuary (non-wedding): \$50 per hour for a minimum of 1 hour
2. Classrooms (upper floor only): \$25 each room for 2 hours for a minimum of 2 hours
3. Fellowship Hall and kitchen: \$75 per hour for a minimum of 1 hour
4. Fellowship Hall (without kitchen use): \$50 per hour for a minimum of 1 hour
5. Parking Lot (without building use): \$25 per hour for a minimum of 1 hour
6. Parking Lot (with building use): no charge

MEMBERS

1. Sanctuary (non-wedding): \$25 per hour for a minimum of 1 hour
2. Classrooms (upper floor only): \$25 each room for 2 hours for a minimum of 2 hours
3. Fellowship Hall and kitchen: \$50 per hour for a minimum of 1 hour
4. Fellowship Hall (without kitchen use): \$25 per hour for a minimum of 1 hour
5. Parking Lot (without building use): \$15 per hour for a minimum of 1 hour
6. Parking Lot (with building use): no charge

SERVICES

1. Custodial: \$75 per event, if needed. Otherwise, the building must be left in at least as good a condition as it was before the event started.

DEPOSIT and PAYMENT

1. No deposit is required.
2. All fees must be paid in full at least seven (7) calendar days PRIOR to the event date.
3. Events cancelled due to inclement weather will be rescheduled, or cancelled, without charge.

DEFINITIONS

1. Non-member: a person that does not have membership at LLCUMC.
2. Non-active member: a person who is not up-to-date with his/her tithe, or has not financially contributed to LLCUMC within the last six (6) months.

NOTE: The pastor has the authority to make exceptions at his/her discretion.

FACILITIES USAGE AGREEMENT

Lake Lotawana Community United Methodist Church
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PURPOSE: This Facilities Usage Agreement (FUA) gives permission to groups, organizations, and/or individuals (User) to use specified facilities owned by Lake Lotawana Community United Methodist Church (LLCUMC). Users of the church facilities (specified below) with the permission of LLCUMC do so with the full knowledge that losses or liabilities incurred by the User are not covered or insured, financially or otherwise, by LLCUMC.

This agreement is entered into on this _____ day of _____, 20_____

Name of User: _____ by and between LLCUMC and: _____

Address of User (City) _____ (State) _____ (Zip) _____

Phone Numbers of User (Home) _____ (Mobile) _____ (Other) _____

Facilities are to be used on (Dates) _____ (Time) _____

Usage Fee _____ (see LLCUMC Facilities Fee Schedule for fees and required deposits)

Event:

Specific area(s) of the facilities that will be used (check all that apply):

Sanctuary ___ Fellowship Hall ___ Kitchen ___ Parking Lot ___ Class Rm 213 ___

Class Rm 215 ___ Class Rm 216 ___ Class Rm 217 ___ Other _____

Will the facilities' audio/video equipment be used? Yes ___ No ___ If yes, please explain:

Will any furniture, tables, chairs, etc. need to be moved? Yes ___ No ___

Name of LLCUMC Facilities Coordinator: _____

Phone Numbers of Coordinator (Home) _____ (Mobile) _____ (Other) _____

WHEREAS LLCUMC is the owner of the building and property located at 28901 NE Colbern Road, Lake Lotawana, Missouri 64086 (facilities);

AND WHEREAS the User desires to use said facilities on the terms and conditions set forth;

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good valuable consideration the parties hereto agree as follows:

1. LLCUMC will make available to the User the facilities as contracted with the LLCUMC Facilities Coordinator (Coordinator) or his/her designee.

2. User agrees to indemnify and hold LLCUMC harmless from any and all liability, including attorney's fees arising out of the User's use of the facilities.
3. The User understands that the responsibility to obtain liability and property insurance is upon the User. It is not the duty or responsibility of LLCUMC to insure the User's use of the facilities. To that end, the User promises and warrants that it carries liability insurance with a minimum liability occurrence limit of \$1,000,000. The User will provide a certificate of insurance to the Coordinator at least seven (7) days PRIOR to the date upon which the User begins to use the facilities. The certificate of insurance will indicate that the User has made LLCUMC an "additional insured" on the User's policy with respect to the use by the User of the facilities. It is strongly recommended that the liability certificate include sexual misconduct coverage and provide at least \$5,000 of medical payments. The User agrees to abide by and obey all laws, ordinances, and regulations promulgated by any government unit having jurisdiction in the locale of the facilities, and will not engage in any activities that are in violation of such laws, ordinances, rules and/or regulations.
4. If any of the User's activities at the facilities will place children and/or youth under age 18 in the care of persons other than their own parents and/or guardians, the User must comply with LLCUMC's Safe Sanctuary Policy for the prevention of child abuse. Moreover, the User has read, understands, and agrees to LLCUMC's Safe Sanctuary Policy.
5. No smoking is allowed in the building.
6. No alcohol, drugs, or firearms may be brought onto the facilities.
7. The building must be left in at least as good a condition as it was before this event started. Otherwise, an additional custodial fee will be charged (see LLCUMC Facilities and Services Fee Schedule). This does not apply to weddings, as the custodial fee is included in the sanctuary rental fee.
8. LLCUMC's furniture, tables, chairs, etc. may not be moved unless agreed to by the Coordinator. No church property is to be removed from the facilities.
9. LLCUMC's electronic equipment may not be used unless otherwise agreed to (in writing) by the Coordinator.
10. The User may not bring in furniture, chairs, tables, equipment, etc. into the facilities unless otherwise agreed to by the Coordinator.
11. If any belongings and/or property are left at the facilities after the event, it becomes the property of LLCUMC.
12. If the facilities are to be used for a wedding, the User has read, understands, agrees to, and has signed the LLCUMC Wedding Policy.
13. If any problems, issues, and/or emergency arise during the above dates and times, the User will contact the Coordinator immediately. If an emergency appears to be life threatening or warrants calling emergency personnel (i.e. ambulance, EMT, etc.), the User should call 911 immediately and then call the Coordinator.
14. The User must be at least 21 years of age at the time the FUA is signed by the User.
15. LLCUMC has the right to refuse use of the facilities at their discretion.

IN WITNESS WHEREOF, the undersigned parties have read, understand and agree to this Facilities Usage Agreement as of the date below.

Date: _____

Signature of LLCUMC Coordinator _____

Printed Name of LLCUMC Coordinator: _____

Signature of User: _____

Printed Name of User: _____

NOTE: The pastor has the authority to make exceptions at his/her discretion.