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ANAHEIM

FIRST CHRISTIAN CHURCH

Facility Use Agreement

520 W. South Street, Anaheim, CA 92805 | 714.635.9330 | Fax 714.758.0527 | Info@anaheim1st.org

Group Name _____	Phone _____
Address _____	City _____ Zip _____
Contact Name _____	Mobile Phone _____
Email _____	

This facility will be available for use by the above listed group (hereafter referred to as "Applicant") as a church facility only during the specified dates and times of _____ for no more than _____ people at any one time, and for no other purpose without written consent of the elders and/or senior minister. A \$200 security deposit is required and will be returned after the event is over given that all facilities are cleaned and returned to normal and no damages occurred.

Rates listed are for per hour basis including set-up and clean-up time; additional hours may incur additional charges. Applicant has elected to use the following available areas and equipment at the following rates:

FACILITIES	HOURS	PRICE	TOTAL
Auditorium (150 forward facing chairs, utilities, janitorial included)		\$75/hr	
Fellowship Hall (utilities, janitorial included)		\$75/hr	
Chapel (utilities, janitorial included)		\$50/hr	
Rooms (utilities, janitorial included)		\$40/hr	
Courtyard		\$40/hr	
Kitchen (see "Kitchen Use Agreement")		\$40/hr	
Parking lot/Grounds		\$50/hr	
Church Representative (required)		\$20/hr	
Tech/Sound Representative (microphones, speakers, monitors, lights)		\$50/hr	
Media Representative (slideshow, displayed song lyrics, video)		\$20/hr	
Church Event Coordinator (required for weddings)		\$50/hr	
Janitorial Services		\$50/hr	
EQUIPMENT	QTY	PRICE	TOTAL
Tables - 60" Rounds		\$3ea	
Tables - 6ft Rectangular		\$3ea	
Tables - 8ft Rectangular		\$3/ea	
Auditorium Chairs		\$1ea	
Folding Chairs		\$.50/ea	
Grand Total			
25% Deposit			

Applicant agrees to pay a 25% non-refundable deposit, which is required to hold the event time on the church calendar and will be applied toward the grand total fee for use. Applicant also agrees to pay the remaining balance of their grand total fee for use by _____ (no later than 15 days prior to the event). Make checks payable to Anaheim First Christian Church. Returned checks will result in immediate cancellation of facility use, no exceptions and no refunds of any prior payments.

(Applicant Initials: ____) I (AFCC Initials: ____)

Applicant

Initials

Contract Details

- ____ 1. In signing this agreement, Applicant agrees to indemnify Anaheim First Christian Church against any loss, liability, or claim resulting from use of facility by those engaged in the activity of the applicant as stated herein. Further, Applicant agrees to pay, within 10 days of the event, for repair of all damages (beyond normal wear and tear) caused to Anaheim First Christian Church property by those engaged in the Applicant's event activities.
- ____ 2. The Applicant may not take down or remove any item(s) from the wall, ceilings, windows, chairs, or floors in the Sanctuary or foyer without prior written consent from an authorized Anaheim First Christian Church representative. Any items that are moved must be put back in their original places and order.
- ____ 3. It is agreed by the Applicant that only the areas of the church specified in this agreement will be used. Use of non-authorized areas will result in an additional charge to the Applicant. It is further agreed that all areas will be used only for the time specified in this agreement. Use beyond the specified time will result in an additional charge to the Applicant.
- ____ 4. It is agreed by the Applicant that all children and youth will be supervised at all times by an adult representative of the Applicant.
- ____ 5. All areas used by the Applicant must be cleaned up immediately after use and left in a optimal condition. Cleaning includes returning furniture, chairs, and tables to their original positions, emptying waste baskets; and broom sweeping, mopping, and/or vacuuming as necessary. If facilities are found to require additional cleaning, the Applicant will be billed the Cleaning Service rate of \$50 per hour (minimum 2 hours). Applicant agrees to pay the cleaning balance in full within 10 days of their event.
- ____ 6. The Applicant may not sub-let to any other person or entity.
- ____ 7. All deliveries must be pre-arranged so that an Anaheim First Christian Church representative will be available to accommodate the delivery persons. The church will not be held responsible for extra charges accrued if rental items are not picked up/delivered at designated time by vendors.
- ____ 8. It is agreed by the Applicant that no pets will be allowed in any church facility or on the church grounds.
- ____ 9. Applicant also agrees to the following:
1. Not to allow any excessive noise or activity on the premises or commit any other nuisance or act which disturbs the peace and quiet of our neighbors.
 2. To keep the premises in the areas of activities both inside and outside in a clean and sanitary condition, to keep the same clear of debris, rubbish, and unsightly materials and not to commit or allow the commission of waste upon the premises.
 3. To prohibit the following:
 - A. Smoking on the grounds or inside the buildings
 - B. Consumption of alcoholic beverages at any time on the premises
 - C. Parking in undesignated and/or non-paved areas
 - D. Public access to the sound room (the church will provide a sound technician)
 - E. Music lyrics, dancing, or other conduct that is offensive or creates a hostile environment

We, the undersigned, do hereby execute and agree to the details set forth by this contract.

Applicant:
Signature _____
Printed Name _____
Date _____

Anaheim First Christian Church Representative:
Signature _____
Printed Name _____
Date _____