

UU Wausau Building Rental Agreement

(For Recurring Use)

First Universalist Unitarian Church of Wausau may be made available for rental for meetings or events that are relevant to the mission and vision of the church.

The following guidelines must be followed by all church renters:

1. Renters assume all expenses unique to the event.
2. Authorization is given to enter only those rooms designated in the rental agreement.
3. No smoking is permitted on the church grounds.
4. Food may not be prepared on the premises.
5. Renter accepts full responsibility for complying with applicable laws regarding consumption of alcoholic beverages.
6. Children must be supervised at all times.
7. Use of church equipment must be arranged with staff in advance.
8. Any movement of furniture must be arranged in advance. Renter will return all furniture to its original location or cleaning charges will be applied.
9. It is the responsibility of the renter to set up, clean up and return the facility to its original condition or cleaning charges will be applied.
10. Weekday parking is allowed only in the lot nearest the church building. The eastern lot is reserved.
11. If a deposit is required, it is due at the time of reservation. The deposit will be refunded if the event is canceled no less than 30 days in advance. The deposit will be refunded unless it is required to cover costs associated with cleaning or repairs needed as a result of the rental event.
12. Payment of full rental cost is due by the end of each month. The full amount due is not reduced by the deposit, which is held until after the event and returned as described. Building access will be terminated if payment is not received.
13. Written notice is required to end building use before the date written on the "Building Use Form."
14. It is an express term of this agreement that the Renter indemnifies First UU Wausau for any costs or damages of any kind incurred by the Church, as a result of the rental of the facility by the Renter.
15. If the building is not otherwise in use, all doors must be locked, windows closed, and lights turned off. Additional fees may be charged for misuse of the building.
16. Building use permissions and access may be revoked at anytime by the Administrator or Minister's discretion.

I have read and agree to the guidelines listed above,

Signature

Date