

# **SALEM WALMER'S UNION CHURCH**

## **NON-MEMBER CHURCH USE POLICIES**

1. Permission to use Church facilities must be approved by the Council and Consistory.
2. The chosen date cannot interfere with scheduled functions of the church.
3. Non-members will pay \$1,000.00 for use of church. This includes janitorial and pastoral charges. (The Church pastor is available to conduct a wedding ceremony but, at minimum, must approve and oversee the process.) The cost of any additional officiants or substitutions shall be paid by the non-member.
4. No use of drugs, alcohol or tobacco on the premises. (Wine may be used in conjunction with the administration of Holy Communion.)
5. The church may not be a site for a rehearsal party or wedding reception.
6. All decorations for a wedding or other ceremony must be removed immediately after the function.
7. A \$250 deposit is due at the signing of the "The Rental/Use Conditions of Agreement". The balance (\$750) and proof of insurance to include a minimum liability occurrence limit of \$1,000,000 is due two weeks before the wedding.
8. Non-members are responsible to replace any damaged items. Please refer to "The Rental/Use Conditions of Agreement".
9. No moving of furniture without consent. If agreed, furniture must be moved by a member of the church or church staff.
10. The church has a second floor balcony which should be used with caution. No children are permitted there without adult supervision.
11. The audio system will be operated by a church representative.
12. Church representatives must always be present when user is in the building. Access to the church for extra rehearsals are permitted, but arrangements must be made 48 hours in advance to ensure that a church representative can be present.
13. The agreement may be cancelled unilaterally by either party with 14 days written notice to the other party.
14. In the event that the Church must cancel this agreement, User will be entitled to any deposit User has paid. However, in no event will the Church be liable to User for any lost profits or incidental, indirect, special, or consequential damages arising out of User's inability to use the above described premises, even if the Church has been advised of the possibility of such damages. If user cancels the \$250 deposit will be forfeited.

I have read the policies regarding use of Salem Walmer's Church and agree to abide by them.

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Signature

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Date

**FACILITIES USE AGREEMENT**  
**SALEM WALMER’S UNION CHURCH**

Salem Walmer’s Union Church (known as “Church”) at 25 Coulter Road, Annville PA, consents to the use of the church space by:

Name (known as User): \_\_\_\_\_

Address: \_\_\_\_\_

Date of use: \_\_\_\_\_

*(Please Print)*

1. The User is solely responsible for the conduct, behavior, and actions of its members, guests, agents, suppliers, contractors and subcontractors.
2. The User is solely responsible for compliance with fire and public safety laws.
3. The User is solely responsible for property damage to any Church facilities (inside and out), its furnishings and equipment.
4. 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 Church at least two weeks prior to the date of use. The certificate of insurance will indicate that User has made the Church an “additional insured” on the User’s policy with respect to the use by User of the above described premises.
5. User agrees to hold harmless, indemnify and defend the Church (including Church’s agents, employees and representatives) from any and all liability for injury or damage including, but not limited to, bodily injury, personal injury, emotional injury, or property damage which may result from any person using the premises, its entrances and exits, and surrounding areas, for User’s purposes, regardless of whether such injury or damage results from the negligence of the Church (including Church’s agents, employees and representatives) or otherwise.
6. The User acknowledges that User has read every part of this rental agreement, including the “Non Member Church Use Policies,” and fully understands everything contained herein.

The undersigned have entered into this Agreement as of the date written below.

\_\_\_\_\_  
Signature of Church Officer/Office

\_\_\_\_\_  
Signature of User