

## Contract For Facility Rental Form

Applicant: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email \_\_\_\_\_  
Type Of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_  
Purpose Of Event: \_\_\_\_\_

**Rooms And Equipment needed with appropriate user fees. Please indicate all required items needed with an (X):**

- |   |  |
|---|--|
| 1. Auditorium _____                                       | \$200 for custodian                                    |
| 2. A/V Equipment _____                                    | \$100 for technician                                   |
| 3. Kitchen Facility (if using our dishes/equipment) _____ | \$100  |
| 4. Minister _____   | \$350 for clergy duties                                |
| 5. Fellowship Hall (downstairs) _____                     | \$150 for custodian<br>(set-up of tables not included) |
| 6. Musicians (pianist/guitar) _____                       | \$100 per musician                                     |
| 7. Elevator _____   | \$25/hour for operator                                 |

**\*Your application will be subject to the availability of our custodian/technicians/musicians/ministers\***

All of the above amounts are to be received before the event takes place. Our properties are smoke, drug and alcohol free. All external groups must provide proof of \$2 Million Liability Insurance naming the church as co-insured for the event. All events must be compatible with our values. A refundable damage and security deposit equal to 50% of the total cost for a one-time booking or the amount equal to the fee for one event (in a multiple event booking) is to be paid at the time of booking. Calvary Pentecostal Church reserves the right to waive all fee amounts.

I, \_\_\_\_\_ understand & agree to the above conditions/fees

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor/Board Approval Signature: \_\_\_\_\_

Please follow up with our Office Administrator (Janice Wood) via email [office@lindsaychurch.ca](mailto:office@lindsaychurch.ca) or call 705-324-4681