

Trinity Episcopal Church
 1200 Main Street, P.O. Box 484
 Fishkill, NY 12524
 (845) 896-9884

Agreement for Multiple Use of Church Facilities

This agreement made and entered into this _____ day of _____ by and between Trinity Episcopal Church at 1200 Main Street in Fishkill, New York (hereinafter referred to as the Church) and _____ hereinafter referred to as the Licensee). In consideration of the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

- Licensee has arranged with the Church for the use of the following room(s) in the Parish House: _____ at the following date(s) and time(s):
 Date requested: _____ Time: From _____ to _____
 Date requested: _____ Time: From _____ to _____

for the following type of activity _____
 and with approximately _____ people in attendance.

- The use of the subject room(s) shall be in accordance with the "Rules for Parish House Use" annexed hereto and made a part thereof. The undersigned personal representative of the Licensee assumes all responsibility for observance of said Rules. Failure to comply with said rules may result in the immediate cancellation of the agreement and any further use of the premises by the Licensee.
- Fee to use the Parish House agreed upon as follows (applicable fees circled):

Fellowship Hall:

Members for Personal Use		Nonmembers or Business Use	
3 – 5 hours	\$75	3 – 5 hours	\$100
Full day (more than 5 hrs.)	\$150	Full day (more than 5 hrs.)	\$200
Use of kitchen	\$25	Use of kitchen	\$25
Coffee service	\$50	Coffee service	\$50
Setup/removal of chairs	\$30	Setup/removal of chairs	\$30

Small Room: \$25 per event

- Nonprofit organizations are required to make a contribution as arranged with Trinity Episcopal Church and agreed upon as follows: _____

- The Licensee and undersigned personal representative of Licensee jointly and individually agree to indemnify and hold harmless the said Church for any and all damage to or theft from the premises or any of the facilities herein which occurs as an incident of or during Licensee's (or the public invited by Licensee) use thereof.

6. This agreement is made upon the express condition that the Church shall be free from all liabilities and claims for damages and/or suits for or by reason of any injuries to any person or persons or property of any kind whatsoever, whether to the person or property of any Licensees on their persons, from any cause or causes whatsoever while in or upon said premises or any part thereof during the time of the use herein set forth, or occasioned by any occupancy by Licensee and the public, or any activity carried on by Licensee in connecting therewith, jointly and individually covenant and agree to indemnify and hold the Church harmless from all liabilities, charges, expenses (including counsel fees) and cost on account of or by reason of any such injuries, liabilities, claims, suits or losses however occurring or damages growing out of same.

7. A certificate of insurance including the Church as additionally insured with a hold harmless clause and workers compensation must be submitted and approved before the commencing date.

8. Licensee acknowledges receipt of "Rules for Parish House Use."

Personal representative of Licensee:

Signature: _____ **Date:** _____

Print name: _____

Mailing address: _____

Telephone: _____ Cell: _____

Email: _____

Driver's license number / state: _____

Business and employer identification number (EIN): _____

For Trinity Use

Agreement received by: _____ Date: _____

Insurance certificate received by: _____ Date: _____

Payment received by: _____ Date: _____

Key # _____ Key deposit received by: _____ Date: _____

Date key deposit returned: _____

Reason if key deposit was not returned:
