

# Faith Revitalization Center Rental Agreement

## Multi-Purpose Center Rental Policy

1. All rental arrangements must be secured through the Faith Revitalization Center, Inc Multi-Purpose Center administrator.
2. A \$150.00 deposit is required at the time reservation is made. To be eligible for deposit refund the renter is responsible for cleaning the auditorium or gymnasium after an event. If the renter wants tables or chairs set up please indicate the number on the application.
3. The rental fee is due thirty days prior to the rental date.
4. At least two weeks advance notice and a \$25.00 processing fee will be required for cancellation for rental fee reimbursement. Renter will receive \$125.00 instead of \$150.00 deposit. If the kitchen only is to be used the required deposit is \$75.00
5. Decorations are limited to items which are fire resistant and do not require affixing to the walls or doors with tacks, nail, glue, paste, etc. Clear tape will be permitted.
6. The fee for security guards will be determined by the number of people in attendance. Certified security guards are to be used. Fifty people or more must have security on the premises. Proof of security is required before the event or we will provide security for you and add it to the cost of the event.

### Rental Rates

Rental Space	Non-profit	For-Profit
Auditorium (Monday-Saturday)		
1-150 Occupied	\$60.00	\$85.00
151-400	\$70.00	\$95.00
400+	\$140.00	\$160.00
Gymnasium	\$55.00	\$75.00
Classroom	\$40.00	\$60.00
Kitchen	\$75.00	\$75.00
Cubicle Space	\$125/Month	\$175/Month

*\*rates are per hour unless otherwise specified.*

Faith Revitalization Center, Inc. representatives reserve the right to **immediately** terminate a rental agreement in progress due to loudness, illegal drug use, profanity or actions deemed unbecoming to our corporation.

## Clean-Up and Damage Agreement:

I the Undersigned understand the \$150.00 will be refunded only if the rented space is left in an acceptable condition, determined by the administrator. If there are damages and these damages exceed the cost of \$150.00, I and/or organization will be liable for the amount of the damages. Renter may forfeit rights for future lease by not adhering to rental agreement or clean-up and damage agreement.

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Renter

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Date

## **Multi-Purpose Center Rules of Conduct**

1. Absolutely no profanity
2. No smoking or alcohol use
3. No candy or gum allowed
4. No unruly conduct
5. All children under the age of 12 must be supervised by an adult.
6. Gym hours are subject to change due to scheduled events.

# Fee, Deposit and Policy Agreement

Rental Deposit: \_\_\_\_\_

Total rental amount due: \_\_\_\_\_

Total rental amount due by: \_\_\_\_\_

I, the undersigned have received and read the policies regarding the use of the Carl Walker, Jr. Multi-Purpose Center and agree to their standards and requirements. I also understand that Faith Revitalization Center, Inc. will not be responsible for any accident or injury occurring to any members of the group or agency while using the facilities rented.

\_\_\_\_\_  
Renter

\_\_\_\_\_  
Multi-Purpose Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date Approved

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For Office Use Only:

Deposit Amount: \_\_\_\_\_

Receipt # \_\_\_\_\_

Payment #1: \_\_\_\_\_

Receipt # \_\_\_\_\_

Payment #2: \_\_\_\_\_

Receipt # \_\_\_\_\_

Payment #3: \_\_\_\_\_

Receipt # \_\_\_\_\_