

# COLUMBIA LIFE CHURCH

## BUILDING USE AGREEMENT

The undersigned ("User") agrees to abide by said rules as follows:

1. Columbia Life Church is not responsible for damages or claims of any kind, whether to persons or property, arising from an incident during occupancy of the church building and/or its property. The User agrees to indemnify and hold harmless Columbia Life Church, its trustees, employees, ministers, members, board officers, board members, trustees, and the Assemblies of God from all such damages and claims of every kind.
2. User agrees to reimburse Columbia Life Church the cost of repair or replacement for any damage to any property, real or personal of the church building and/or its property, caused by any person attending the function for which the church building and/or its property was used.
3. User agrees to provide cleaning services after each use of any areas of the church building and/or its property that were occupied by the User. If User fails to provide adequate cleaning services User agrees to pay to Columbia Life Church a \$50.00 charge for cleaning services. ***Special note regarding weddings and non-church related events: the cleaning fee is non-refundable since additional set up and tear down is required.***
4. User will not, without the written consent of Columbia Life Church, cause or permit any fasteners or other objects to be affixed to any portion of the premises, nor any signs to be affixed either to the exterior or interior thereof, nor cause or permit any changes, alterations, repairs, painting or staining of any part of the premises, equipment, or furnishings thereof, nor do or permit to be done anything which will damage or change the finish or the appearance of the church building and/or its property, its equipment or furnishings.
5. The User's fee covers the water, gas and electric power used in the heating, lighting and operation of the air conditioning system and maintenance. Columbia Life Church assumes no responsibility for failure of the plumbing, lighting, heating and air conditioning systems to operate properly, and user hereby releases Columbia Life Church from all damages or claims of every kind that may result from such failure.
6. User shall not admit the church building and/or its property a larger number of persons that can safely and freely move about in the church building and/or its property. In addition User shall take reasonable precautions to prevent unauthorized persons from entering and/or occupying the premises.
7. User agrees that no unlawful use shall be made of the church building and/or its property, and user agrees to comply with the rules and regulations of Columbia Life Church, all ordinances of the City of Troutdale and any other governmental authority with respect to the use of the church building and/or its property. ***No alcoholic beverages or illegal drugs of any kind shall be allowed in the church building or on its property. Smoking of any kind shall not be allowed in the church building.***
8. Columbia Life Church retains the right through its representatives to enter upon and remain at the premises for any and all purposes. Columbia Life Church shall have the right at all times to remove from its property any objectionable person or persons, and in such event, User hereby waives any and all claims against Columbia Life Church, its trustees, employees, ministers, members, board officers, board members, trustees, and the Assemblies of God as a result thereof.
9. In the event of schedule conflicts Columbia Life Church events will have priority. While it is the intent of Columbia Life Church to provide advanced notice of schedule conflicts some events by their very nature may require immediate occupancy (e.g. funerals, emergency meetings, etc.) and Columbia Life Church will work with user to find an alternate meeting place. In the event that the efforts of Columbia Life Church fail to obtain an alternate site, user hereby releases Columbia Life Church, its trustees, employees, ministers, members, board officers, board members, trustees, and the Assemblies of God from all damages or claims of every kind that may result from such failure.
10. Columbia Life Church reserves the right to terminate this agreement at anytime should it be deemed necessary by Columbia Life Church, its trustees, employees, ministers, members, board officers, board members, trustees, and the Assemblies of God. In the event of such termination user hereby releases Columbia Life Church, its trustees, employees, ministers, members, board officers, board members, trustees, and the Assemblies of God from all damages or claims of every kind that may result from such failure. In addition Columbia Life Church retains the right to adjust all fees and occupancy requirements upon 30 days notice.
11. User agrees to pay to Columbia Life Church a \$25.00 charge for all of user's checks that are returned unpaid by user's bank.

(over)

I have been advised to read this document carefully before signing. I have thoroughly read the contents of this agreement\*\* and agree to the terms stated in each area. The information I have completed is accurate to the best of my knowledge.

User's Name/Organization: \_\_\_\_\_ \*Fee: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Event Date(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Alt/Fax Number: \_\_\_\_\_

\* Fee includes refundable cleaning deposit of \$50. ***Special note regarding weddings and non-church related events: the cleaning fee is non-refundable since additional set up and tear down is required.***

\*\* Additional requirements contained in the FACILITY USE REQUEST FORM and BUILDING USAGE POLICY apply if attached to this agreement

Attachments:  
FACILITY USE REQUEST FORM  
BUILDING USAGE POLICY