

Unitarian Universalist Church of Spartanburg, SC

Rental Agreement

NAME OF GROUP/PERSON: _____

PURPOSE OF FACILITY USE: _____

DATE(S) REQUESTED: _____

START TIME: _____ END TIME: _____

One-time use ☐ Multi/Regular Use ☐

SPACE REQUESTED	Hourly Rate	Price
SANCTUARY	\$75	
FELLOWSHIP HALL without kitchen	\$40	
FELLOWSHIP HALL with kitchen	\$50	
UPSTAIRS CLASSROOM	\$10	
UPSTAIRS KITCHEN	\$10	
WILDE HALL without kitchen	\$60	
WILDE HALL with kitchen	\$75	
EVENT OPTION 1: Sanctuary, Fellowship Hall	\$350	
EVENT OPTION 2: Sanctuary, Fellowship Hall with Upstairs Kitchen	\$400	
EVENT OPTION 3: Sanctuary, Wilde Hall	\$450	
EVENT OPTION 4: Sanctuary, Wilde Hall with Downstairs Kitchen	\$500	
Previous Night of Event (if available)	\$50	
WHOLE BUILDING	\$750	

Does the group serve as part of the congregation's ministry of worship, care, social justice, or learning by providing space for mission-aligned activities? _____

Fee Range for Mission-Aligned Activities:

1. Worship: Special worship services may be offered a discounted rate at the discretion of the board delegated staff.
2. Care: For community support groups and related uses, rate will not be less than \$5 per meeting use, and will be commensurate with the size of the group and the frequency of meetings. Rates will range between a minimum of \$25 monthly and a maximum of \$100 monthly.
3. Social Justice: Pay the above fees as able. Board-delegated staff may discount the above rates, as they deem appropriate, to a floor of not more than 50% without board approval if requested. Discounted space in support of our ministry of social justice may be offered. Rates may be adjusted by delegated staff to reflect a reasonable rate for meetings even if they take place in more expensive areas.
4. Learning: Instructors who collect a fee will be asked to support their rental by paying 10% of their take to UUUS.

TOTAL FEE: _____

Rental Agreement Unitarian Universalist Church of Spartanburg

This agreement is entered into between the Unitarian Universalist Church of Spartanburg and the signatory below. For and in consideration of the mutual covenants and promises contained herein, the parties have entered into this rental agreement for the use of above rental space, and the party renting, agrees as follows:

- 1) Persons/Groups using the facilities are responsible for returning all furnishings to the way they were found. Before leaving, turn off all lights, reset the thermostat to the default setting, ensure all doors are locked, and arm the security system.
- 2) After use, please assist with maintaining the facility by:
 - Vacuuming area used
 - Wiping down surfaces used
 - Cleaning restrooms used, including sinks and toilets
 - Removing trash
- 3) Persons/Groups are responsible for expenditures for any damages and/or required cleaning and maintenance issues resulting from the misuse of the buildings or their contents.
- 4) At least one member of the group must have a church key and be trained in using the church security system. A church key should only be used by the key holder to whom it is issued or a person listed on the church keyholder list.
- 5) The Church is not responsible for any personal injuries or property damage incurred in the use of the facilities. All such responsibility is incurred by the user.
- 6) Persons and groups using the Church facilities are required to obey all applicable federal, state, and local laws.
- 7) If your organization is insured, please attach a certificate of insurance to this agreement.

We are honored to have you share the use of our facility and welcome you here. Please read this agreement carefully before signing so we can work together in this shared, community space. There are many people here every week, and we want this to be an excellent experience of hospitality, community spirit, and mutual thriving for All.

Signatures:

Renter or Representative of Renting Group: _____

Please print name: _____

Agent of UU Church of Spartanburg, SC: _____

Mailing Address: UUCS, PO Box 1942, Spartanburg, SC 29304

864-585-9230 - www.uucs.org - office@uucs.org