

Facility Usage Contract 2025 - Gym Cornerstone Alliance Church (CAC)

Contact Name: _____ Phone: _____

Email: _____ CAC Member / Regular Attender? Yes / No

Physical Address: _____

Mailing Address: _____

Event or Activity Description: _____

Gym Time Slots

Weeknight: ☐ M ☐ T ☐ W ☐ TH ☐ F Time Slot: ☐ 5:00 to 7:00 pm ☐ 7:00 to 9:00 pm

☐ Other _____

Type of Equipment Needed: ☐ Basketball Hoops ☐ Volleyball Nets ☐ Pickleball Nets
☐ Other _____

Unless otherwise determined, facility users are responsible for the setting up and putting away of any equipment needed or used during the usage time period. This includes the use of the netting that protects the stage. It **MUST** be pulled across to cover the stage before use and **MUST** be pulled back before leaving. There are 'set up' pictures on the back of the double doors in the table/sports equipment room to the left of the stage that show how the gym must be set before leaving.

FEES: Fees are based on the length of your event in increments of 2 and 4 hour usage times. For events longer than 4 hours, fees will be determined as needed.

- A \$200 deposit is due upon signing the contract. (This is separate from the usage fees and is refundable upon successful completion of the contract. A refund check will be mailed within 7 business days after the building is used.)
- The usage date is not confirmed until the deposit is paid.
- The actual usage fees will be calculated and a payment plan will be set up, documented and signed at the end of this contract.
- Unless other arrangements are made, all fees must be paid (IN FULL) 30 days prior to the usage date. Failure to comply will result in the forfeiture of the usage of the building and the return of any payments made, less a \$50 cancellation fee.

<u>Sports Event Fees</u>	<u>Members/Reg. Attenders*</u>	<u>Community Members</u>
2 hour increment	\$90	\$120
4 hour increment	\$180	\$ 220
Other	TBD _____	TBD _____

**('Regular Attenders': Individuals who have attended CAC at least 50% of the time for 12 months or more.)*

****For usage requests longer than six(6) weeks, please contact us for availability and pricing.****

Fees

Event Usage Selection: _____ **Fee:** _____

Additional Fees

Description: _____ **Fee:** _____

Total fees for all services: _____

Policies regarding use of the facilities:

1. Colored juice or drinks of any kind are discouraged. If used, the FO assumes responsibility for clean-up and any stains that occur during the usage may result in a reduction of the security deposit to be returned.
2. Rice, confetti, glitter, etc., are prohibited from being thrown inside the church building.
3. Smoking or vaping in any form is prohibited inside the church building.
4. All alcoholic beverages, illegal drugs or THC (of any form) are prohibited on the church property.
5. Firearms are prohibited unless permission has been obtained from CAC.
6. No audio or video presentation shall be permitted that contains language or actions which may conflict with scriptural teachings and values.
7. No gambling.
8. No political party activity shall be held on the premises.
9. Moving anything on the stage in the multipurpose room (ie., instruments, music stands or lighting) without consent of CAC is not permitted.
10. Please communicate to all helpers that dragging equipment across the floor is prohibited. Please utilize the t carts when the movement of equipment is necessary.
11. Painter's tape (***ONLY***) may be used to hang things on the walls. Pins, other forms of tape are prohibited.
12. No fire or flames of any kind are allowed in the church. Battery operated candles are permitted.
13. No tape on the painted lines on the floor of the Multipurpose Room.

Clean-Up:

Cornerstone Alliance Church will provide a clean facility and will provide general post-event cleaning, such as, but not limited to the cleaning of bathrooms, vacuuming all rooms used; mopping floors used.

When the facility is used, Cornerstone requires the following cleaning practices before leaving the facility:

- Basic 'clean-up after yourself' is required.
- We ask that the appearance and condition of the premises AFTER the usage is as good or better than it was BEFORE the usage,.
- A cleaning cart, containing basic cleaning supplies (trash bags, broom, vacuum, etc.) will be available.
- A check-off list/exit form will be provided. Please complete the form before leaving the building.

Facility user(s) shall release, indemnify, keep and save harmless, Cornerstone Alliance Church and its employees from any and all responsibility or liability from any and all damages or injury of any kind or nature whatever to all persons attending the event for which the facility has been used, and to be responsible and report all property damage occurring in connections with the use of the facility.

Initials: _____

RULES & DISCLAIMERS:

- Cornerstone Alliance Church reserves the right to refuse usage of the facility if it is not in alignment with our Mission/Core Values and/or our Statement of Faith.
- Cornerstone Alliance Church prohibits the use or presence of any illegal drugs, alcohol, and or fire arms on the premises.

- I have read the policy on rental of facilities, basic clean-up requirements, rules and disclaimers, and accept the duties, responsibilities and conditions of the contract.
- I (organizer/representative) have read the above indemnity policy and accept responsibility for any and all injuries and claims related to this activity.
- In the event of a funeral, Cornerstone Alliance Church reserves the right to make any necessary adjustments to the date/time of this usage contract to accommodate the funeral, although every effort will be made to avoid any disturbance.

_____ (please print full name)

_____ (signature)

_____ (date)

****Cornerstone Alliance Church's desire as a Christ-centered, community-focussed family is to make our facility available as a shared space.****

Payment Methods

Cornerstone accepts cash and checks.

Cornerstone accepts Zelle payments. (No service fee applied.)

To pay electronically, Tithe.ly is used to process our payments. The service fee for the online payment will be absorbed by the FO at the point of each online payment. It is an approximate 3% (non-refundable) service fee.

Deposit

\$200 Deposit Received Date _____ [] Cash [] Check # _____ [] Online

Payment Recording

Facility Usage Fee Total: \$ _____

Usage Payment

Rec'd Date _____ Cash/Check #/Online _____ - Payment Amount: \$ _____

New Balance: \$ _____

Cornerstone Alliance Church Contact Information

2010 Marion Marysville Road

Marion, OH 43356

740.387.3565

cornerstoneoffice.cac@gmail.com

cornerstonemarion.org