

Oasis United Methodist Church

FACILITIES USE POLICY

316 Martin Luther King Jr. Avenue Pleasantville NJ 08232
Tels. 609.484-1141/856.882-8434 (24Hours) Fax 609.484.1141
<http://www.oasis-umc.org/> Facebook: OasisUMC / Email. oasisumc316@gmail.com

Oasis United Methodist Church, a New Jersey not-for-profit corporation makes their facilities available to groups or organizations for meetings or other events, whenever possible.

General Guidelines and Requirements: * Please initial on the space provided next to the Item.

1. _____ For purposes of this policy, any reference to facilities includes reference to any property of the church, including furniture and equipment.
2. _____ Every group or organization is required to abide by all church guidelines, requirements and other restrictions regarding use of the church facilities.
3. _____ Users of the church facilities agree to use utmost care in the use of church facilities and agree to leave the facilities in good, clean condition.
4. _____ All requests for use of the church facilities are subject to approval by Oasis United Methodist Church.
5. _____ Each outside group or organization is required to complete and deliver to the church office a signed agreement.
6. _____ The church reserves the right to schedule other activities and events in other parts of the church facilities.
7. _____

General User Responsibility:

Additional Requirements and Restrictions

1. _____ Those requesting the use of Oasis United Methodist Church should pay a deposit fee of \$100.00 before the date of the event. This fee will be refunded after the event and having inspected the facilities.
2. _____ A fee of \$25.00 will be added to the final payment for concept of custodian services.
3. _____ Total price for the use of the facilities shall be prior using the facilities.

4. _____ The facilities will be returned to their original state before it was used for the activity.
5. _____ Those using Oasis United Methodist Church facilities agree to release, protect, defend, indemnify and hold harmless Oasis United Methodist Church and its trustees, officers, employees, members and other representatives from and against any and all claims, liabilities, losses, damages, actions, costs and expenses (including, without limitation, reasonable attorney's fees and other legal costs) directly or indirectly arising out of their use of any Oasis United Methodist Church's facilities.
6. _____ In the event of damage to the church facilities, those using any church facility shall accept the amount of repair and replacement costs as estimated, or otherwise determined, by the church Board of Trustees or their designee and shall pay the church for such repair and replacement costs upon demand.
7. _____ For children and youth events, the applicable group or organization must provide adequate adult supervision for all use.
8. _____ The transfer or passing on by any group or organization of permission to use church facilities to any other persons or organizations is strictly prohibited.
9. _____ Those using church facilities must confine themselves to the areas provided for in their Facilities Use Agreement and will not exceed the capacity limits of requested facility areas.
10. _____ Users may not take tables and/or chairs, and/or other items, from other rooms and/or areas of the church facilities without permission.
11. _____ Users will be responsible for the cleaning and organizing immediately after the activity. Tables, chairs and other items must be returned to their original place. That includes areas directly used for the activity, bathrooms, church yard and parking lot.
12. _____ Food and drink should be limited to designated areas. **No food or drink is allowed in the Sanctuary.** Anyone using the church property is responsible for cleaning after each use -- both inside and outside. Garbage must be taken out and placed in dumpster located at the parking lot.
13. _____ This agreement does not include the use of the kitchen. Every food item must be brought in cooked and ready for ingestion. If a private catering service is used for the event, the caterer must furnish all equipment (e.g. dishes, silver, table cloths, etc.) and remove immediately after the event. Storing of catering equipment is not permitted.
14. _____ The use of tobacco products, alcoholic beverages or drugs is strictly prohibited on church premises to include yard and parking lot.
15. _____ User will be responsible for guests and other people related to their event to behave with decorum and in a responsible manner.
16. _____ Music must not display profane language and or sexual lyrics.
17. _____ No group or organization (whether or not a church member is affiliated with such organization) shall use any church facilities in any manner or for any purpose that is in

conflict with or contradicts the United Methodist Book of Discipline or the mission or principles of the church.

This policy is applicable to use of the church facilities by any groups or organizations (including individuals). It is by no means intended to cover every facet of use of church facilities. This policy supersedes all prior oral or written statements regarding the specific subject matter hereof. No church representative has any authority to waive or enter into any agreement or arrangement contrary to the guidelines, requirements, or restrictions and other provisions of this policy or any Facilities Use Agreement without the express written approval.

Approved By: _____ Date: _____

Pastor

Approved By: _____ Date: _____

Trustee or Church Official

Oasis United Methodist Church

FACILITIES USE AGREEMENT

Name: _____

Address:

Telephone: _____ Cell: _____

Event Date: _____ ** The date is subject to availability*

Event Time: Start: _____ End: _____

** The time is subject to availability*

Time for arrangements and/or decoration: _____

** The time is subject to availability*

Space required for the event:

Hall (\$400.00) _____

Multipurpose Room (\$250.00) _____

For Oasis United Methodist Church members a donation of \$100.00 is kindly suggested. * This only applies to church members and immediate family members. (Children, grandchildren, parents, grandparents and siblings).

Use Fee: \$ _____

Deposit: \$ _____ (\$100.00) Returnable after inspection.

Custodian: \$ _____ (\$25.00)

Balance: \$ _____

I have read this Agreement and agree to the terms and conditions.

Print Name: _____

Signature: _____

Name of Organization (if applicable) _____

Date: _____ Office Phone Number: _____