

PROPERTY USE AGREEMENT AND RELEASE FORM FOR CENTRAL LUTHERAN
CHURCH, EVANGELICAL LUTHERAN CHURCH

NAME OF
ORGANIZATION: _____

RESPONSIBLE PERSON: _____

ADDRESS: _____

CONTACT PERSON'S NAME _____ DAY PHONE: _____

FAX: _____ EMAIL: _____ CELL PHONE: _____

ORGANIZATION'S
PURPOSE: _____

DATES REQUESTED: _____ START TIME: _____ END TIME _____

FREQUENCY: ____ One Time Only ____ Weekly ____ Monthly ____ Other

Which day of the week:

____ Sun ____ Mon ____ Tues ____ Wed ____ Thur ____ Fri ____ Sat

GENERAL INFORMATION:

Describe in detail the type of event you will be bringing to our facility, including the
number of participants.

Is your group a Nonprofit 501 (C) (3) organization?

Yes ____ No ____

Nonprofit Tax ID Number _____

ROOMS AND OR EQUIPMENT NEEDED:

_____ SANCTUARY

_____ PIANO/ORGAN

_____ SOUND SYSTEM

_____ KITCHEN

_____ CHILDREN'S CLASSROOM

_____ ADULT'S CLASSROOM

_____ LIBRARY

_____ NARTHEX

_____ FELLOWSHIP HALL

_____ TABLES

_____ CHAIRS

_____ OTHER

CERTIFICATE OF INSURANCE REQUIREMENTS: Non- church groups are required to provide certificates of insurance naming Central Lutheran Church as additional insured. A certificate should be turned in to the church office at least a week before the first use. For continuing usage, the form should be renewed annually.

RELEASE AND INDEMNITY AGREEMENT:

This Release and Indemnity Agreement is between _____
(organization or individual) and CENTRAL LUTHERAN CHURCH (for use of the
property described above for meetings and other activities.)

Now, therefore, in consideration of CENTRAL LUTHERAN CHURCH permitting the organization or individual(s) to use the property described herein, the organization or individual(s) agree(s) as follows:

Organization or individual(s) hereby indemnify, hold harmless, releases, and discharges CENTRAL LUTHERAN CHURCH and its Pastor, Church Council, church employees, members, and/or volunteers from any and all liability

claims, demands, losses, or damages arising out of the use of the property.

ACCEPTANCE OF RESPONSIBILITY:

I/WE agree to be responsible for the conduct of those coming to or participating in the activity for which this application is being made, and for any damage beyond normal wear and tear which may occur as a result of this activity. I/We will remove all signs posted by my/our group after the meeting has ended. I/We further agree that the church property will be used in accordance with the rules and regulations of the congregation (a copy Property Use Resources including the Rules has been received) and I/We hereby consent to the Release and Indemnity Agreement.

NAME OF ORGANIZATION: _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____
(Print Signature Title)

DATE: _____

CONGREGATION _____

_____ REQUEST APPROVED

_____ REQUEST DENIED

SIGNATURE: _____ DATE: _____

Reviewed and Updated:

John Pieschl 4/23/2020