

# St James Presbyterian Church

11970 South Elm Street

Jenks, OK 74037

918-299-9988

## Agreement For Use Of The Fellowship Hall or Church Grounds

Provided there is no conflict with other scheduled usage of the Church at the time requested, as indicated on the church calendar, the Church is available for use by individuals. This form must be submitted and approved before you can use the facilities. The Church reserves the right to cancel this agreement, at the discretion of the Trustees, if a critical need arises that conflict with the dates on this agreement, where the Church facilities are needed.

This agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 200\_\_.

By ST James and to be used By: \_\_\_\_\_

Address \_\_\_\_\_

For the purpose of: \_\_\_\_\_

Phone No.(s) \_\_\_\_\_

Use to begin at \_\_\_\_ o'clock \_\_\_\_ m. on the \_\_\_\_ day of \_\_\_\_\_ 200\_\_.

Terminate at \_\_\_\_ o'clock \_\_\_\_ m. on the \_\_\_\_ day of \_\_\_\_\_ 200\_\_.

The need for use of the facility is each week for the months of \_\_\_\_\_ to \_\_\_\_\_.

St. James agrees to let the User use: (describe exact facilities to be used):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agreement for the use: 1. To kept the Church and Grounds clean, orderly and generally cared for during the term of the Use Agreement.

2. St James shall neither insure nor be responsible for any injury, loss or damage to property of any kind.

3. User shall hold harmless St James and any of its agents, the responsibility for liability resulting from the use of the Church and Grounds.

If a key to the Church is needed, pick the key up from the church secretary. Key Deposit is \$20.00 (refundable when returned to the secretary).

Clean up Deposit \$\_\_\_\_\_ (refundable if no post clean up is necessary).

Church Use fee \$\_\_\_\_\_ (not refundable).

User signature \_\_\_\_\_ Date \_\_\_\_\_

Approved By \_\_\_\_\_ Date \_\_\_\_\_