

**TERMS AND CONDITIONS FOR USE OF
HOPE CENTRAL CHURCH**

Use of the Church building and property by any individual or group is subject to the following terms and conditions:

1. **Waiver of Liability:** Neither the Church nor any of its members or staff assume any responsibility or liability for the condition of its building / facilities, or its grounds, or for personal injury, loss of property or for any other wrong, damage, or harm that may be incurred by any person or group of persons while in the Church building or making use of its facilities or grounds.
2. **Rooms must be cleaned and restored to their original arrangements** at the close of the meeting or activity. Every group is held responsible for ensuring the complete clean-up after the event. Presence of Church staff does not negate the group's responsibility for the complete clean-up of the space used.
3. **Damage** to the building or furnishings are the responsibility of the applicant.
4. **Quiet hours**, for the sake of our neighbors, begin at 11 PM every night.
5. Consumption of **alcohol and smoking are strictly prohibited** on the premises.
6. Arrangements for decorations of any kind must be cleared with Building Administrator.
7. Any changes of plan or arrangements should be communicated to the Building Administrator as soon as possible.
8. **Children are the responsibility of parents and cannot be left unattended, especially on Capen Auditorium stage.**
9. **Deposit** is due upon submitting this application.
10. **Full payment** must be received in the Church Office by the **last workday before** the event.
11. Cleaning supplies will be on hand at the Church building, to facilitate group's clean-up for their events.

I/We, the undersigned, acting as the Applicant and/or on behalf of the Applicants, accept and agree to the above conditions for usage of Hope Central Church and its properties and facilities.

Signed: _____ Date: _____

Print Name: _____

Name of Organization (if applicable): _____