



# PENINSULA UNITED CHURCH

15639 24<sup>th</sup> Avenue • Surrey, BC • V4A 2J6 • 604 531-2979 • [office@peninsulaunited.com](mailto:office@peninsulaunited.com)

## RENTAL APPLICATION & AGREEMENT

To secure your booking, this completed, signed form and payment must be received by Peninsula United Church office. If not received, the dates may be released and made available to others.

Renter Name(s): \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

### ☐ ONE TIME RENTAL (confirmed by office ☐)

Once date is confirmed with church office, the full rental fee is due with the signed contract to hold your date.

Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
(Including setup time) (Including cleanup time)

### ☐ ONGOING RENTAL (confirmed by office ☐)

Dates confirmed with church office and may be cancelled for non-payment or conflicting church events.

Weekly Day: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
(Including setup time) (Including cleanup time)

Purpose of Rental: \_\_\_\_\_

Attendees Expected: \_\_\_\_\_

### ☐ LIABILITY INSURANCE (office received ☐)

Renter provides PUC with copy of \$5M liability insurance

### PREFERRED PENINSULA UNITED PREMISE(S):

#### Crescent Site (2756-127<sup>th</sup> St. Surrey, Capacity: 300)

- |                                     |          |
|-------------------------------------|----------|
| <input type="checkbox"/> Sanctuary  | \$ 250   |
| <input type="checkbox"/> Narthex    | \$ 25/hr |
| <input type="checkbox"/> Library    | \$ 20/hr |
| <input type="checkbox"/> Lower Hall | \$ 50/hr |
| <input type="checkbox"/> Kitchen    | \$ 50/hr |

#### Sunnyside Site (15639-24th Ave. Surrey, Capacity: 146)

- |  |          |
|--|----------|
| <input type="checkbox"/> Sanctuary         | \$ 200   |
| <input type="checkbox"/> Narthex Area      | \$ 25/hr |
| <input type="checkbox"/> Meeting Room/Apse | \$ 20/hr |
| <input type="checkbox"/> North Basement    | \$ 35/hr |
| <input type="checkbox"/> South Basement    | \$ 35/hr |
| <input type="checkbox"/> Kitchen           | \$ 35/hr |

#### Additional Services/Fees:

- |   |        |
|---|--------|
| <input type="checkbox"/> Damage Deposit         | \$ 100 |
| <input type="checkbox"/> Custodian (Open/Close) | \$ 75  |
| <input type="checkbox"/> AV Technician          | \$ 75  |
| <input type="checkbox"/> Special Tables Setup   | \$ 75  |

Total Rental Fees Due: \$ \_\_\_\_\_ (bookkeeper received ☐)

**Peninsula United Church (PUC)**, is a non-profit organization, serving our community. We wish to provide modest rental rates to groups that share similar values and who will agree to our **Terms and Conditions**. **Please read and initial each item below:**

- ☐ Renter agrees to leave the Premises and equipment clean and in the original condition as found with garbage and recycling in the correct bins. If the Premises are not left in the original condition, the Renter will be charged for cleaning costs.
- ☐ Renter will be charged for any damage caused to the Premises or missing items or equipment. If there is any damage to property and/or equipment incurred by Renters, the Renter will be held responsible. All breakages/damages must be reported to the office. Some or all of the damage deposit will be withheld if there is damage to the building or equipment.
- ☐ Renter is to use only the Premises that have been booked and the group are required to stay in designated areas.
- ☐ Kitchen facilities can only be used if booked and supervised by an individual with a Food-Safe Certificate.
- ☐ Special equipment such as: sound, projectors, video, computers & monitors, may only be used by a designated AV technician.
- ☐ Relocation of equipment must be done in consultation with the PUC custodian. The grand piano, must not be moved.
- ☐ A supervising adult must remain with any children who are part of the Renter group.
- ☐ Smoking, vaping, the consumption of alcohol, and non-prescription drugs are prohibited on the Premises.
- ☐ PUC is not responsible for providing medical personnel or medical supplies. If any person attending a rental function has an accident, medical emergency or requires medical attention of any kind, the Renter will bear full responsibility for such event and its cause and consequences. PUC will not be responsible for any injuries, including death that may be suffered by the Renter user, attendees, or the Renter user's representatives, arising out of use of the premises or equipment.
- ☐ PUC will not be responsible for any damages to or loss of property of the Renter group or attendees.
- ☐ Renter is required to have comprehensive general liability insurance with coverage for any one occurrence or claim of not less than \$5,000,000. Renter will provide a copy of special event or commercial liability insurance with this signed Agreement.

**I have carefully read and agree that our group will abide by the terms & conditions of Peninsula United Rental Contract:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ 202\_