

DENVER UNITED METHODIST CHURCH - RENTAL AGREEMENT

1. DUMC is committed to the use of its facilities & buildings as a vital part of its overall mission to glorify, worship, serve & enjoy God, to bring people into a saving knowledge & personal relationship with the Lord Jesus Christ, to build people up in faith through the power of the Holy Spirit, & to send people out in ministry & mission. We want our facilities to be used to the fullest extent possible for worship, celebration, fellowship, recreation, education & service to all. It is our intent that use of our facilities is inclusive of community organizations & institutions in an effort to nurture & minister to groups & to individuals in Christian love.
2. The DUMC Trustee Board has overall responsibility for usage & maintenance of all church facilities.
3. DUMC members & groups have priority over any non-DUMC groups in scheduling usage of DUMC facilities.
4. Requests for usage of facilities should be made via denverumc.org. Availability inquiries can be made by calling the church office at (704)483-1601. Once the church has accepted a date, this date has priority over all other requests. A calendar will be maintained by the church & will be available via the church website.
5. The person or groups using the facility is responsible for cleanup. This includes picking up the trash, cleaning up kitchen areas, turning off lights/appliances, wiping down table tops, etc. & other normal clean-up as requested by church staff. Do not put away tables & chairs after an event. Custodial service is available for an additional fee for weddings only. By signing the application, the user agrees to this policy. If it is determined by the church staff that additional cleanup is necessary, the user agrees to pay the church for any such additional clean up. Failure to do so will result in forfeiting any future rental opportunities.
6. THERE WILL BE NO ALCOHOL OR CONTROLLED SUBSTANCES ALLOWED ON CHURCH PROPERTY. Failure to adhere to this rule will result in forfeiting any rental opportunities. There is NO smoking, or use of any kind of tobacco products inside any church buildings.
7. No profanity, fighting, or weapons will be permitted on church property.
8. No pets will be allowed in church buildings, except for medical reasons.
9. No helium balloons are allowed inside the Family Life Center or Sanctuary.
10. No loitering will be allowed on the premises.
11. No ATV's or other recreational vehicles will be allowed on church property without written permission.
12. Any activity scheduled for church property must be properly supervised. There must be a responsible adult on the premises with an adult group at all times. Two or more responsible adults must accompany all children or youth groups at all times. DUMC has a Safe Sanctuary Policy. Our Safe Sanctuary Policy is for the protection of all children & adults & must be followed. (This is for church-sponsored events only.)
13. Decorations & displays must be limited to the inside of the building, unless request has been submitted in writing & approved. They must be attached to tables, bulletin boards, or easels with masking tape or thumbtacks, or must be free standing. No decorations or displays may be attached in any manner to walls, ceilings, doors, or other permanent parts of any building.
14. Sale of merchandise on church property is prohibited, unless approved in advance by the DUMC Trustee Board.
15. Each non DUMC group will:
 - a) Use only the space & equipment specified on their application.
 - b) Prevent its members & guests from going into closets or other rooms without permission.
 - c) Release the church, its members, & employees from any & all claims, demands, actions, losses, or expenses of any kind arising from use of church facilities or equipment or by church member or employee.
 - d) Pay all fees 30 days prior to event, or when reservation is approved, as applicable.
 - e) Reimburse the church for full replacement or repair of any & all damage or loss to its facilities, equipment or property arising from use by the group.
 - f) Refrain from use of sound systems & pianos. These are to be operated by authorized personnel only.
16. After the scheduled event, a facility checklist should be completed & returned with keys to the church office.
17. All damages or items needing repair should be reported to the church office immediately.
18. If a church member uses a facility for a wedding, there will be no usage fee. However, a donation will be appreciated to help defray the custodial & utility expense for receptions, showers, parties, etc.
19. The facilities of DUMC are primarily for the use of the membership of the church. There will be no charge for DUMC-related programming, (i.e., Youth, VBC, Community Luncheons, etc.)
20. As the Trustees deem appropriate, some community groups & some nonprofits (i.e., Girl/Boy Scouts) will be able to use the facilities at no charge. For other non-DUMC groups, charges will be in accordance with the attached schedule of charges.
21. Accident Disclaimer: Use the facilities at your own risk. DUMC is not responsible for injuries that occur on church property.
22. All exterior doors are to be locked after use. Please, make sure you double-check that all doors are locked.
23. DUMC has requirements from Lincoln County including limited noise, time for lights out on outdoor facilities (the County has mandated that half of the outdoor lights must be off by 9:00 p.m. & the remainder at 9:30 p.m.), as well as maximum usage numbers. Users are required to follow all requirements of Lincoln County.

I/we acknowledge that the above policy has been read, understood, & agree with its content.

Signature _____

Date: _____

Printed: _____ Phone: _____
Email: _____