



SAINT NICHOLAS
Catholic Church
RENTAL AGREEMENT

Facility Address: W2037 County Road S, Freedom, WI 54130

Individual Responsible for Rental: _____
 St Nicholas Parishioner Non-Parishioner

Non-Profit Organization (if applicable): _____

Responsible Party Address: _____

Telephone: _____

Email Address: _____

Estimated # of People: _____ Estimated # Under 21: _____

Facility/Facilities Rented:

- | | |
|--|---|
| <input type="checkbox"/> Fellowship Hall | <input type="checkbox"/> Serving Kitchen in Fellowship Hall |
| <input type="checkbox"/> Gym | <input type="checkbox"/> Cafeteria |
| <input type="checkbox"/> Full Kitchen in Cafeteria | |

Purpose of Rental: _____

Rental Date: _____ Start Time: _____ End Time: _____

Renter must submit to the Parish Office:

- Rental Agreement
- \$100 Security Deposit Check (separate from the rental fee)
- Rental Fee Payment __Cash or __Check
- Certificate of Liability naming Saint Nicholas Catholic Church & School and the Diocese of Green Bay as "Additional Insured" -OR- Proof of Insurance

Date Received _____

Check # _____

Received by _____

Security Deposit Returned on: Date _____



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The undersigned lessee agrees to exercise due care in the preservation of the premises and to prevent loitering and the presence of unauthorized persons during all usage periods.

The Lessee also agrees to put all things back in the same order and condition as they were prior to use of the premises and to have the building vacated by 9:00 p.m. Any assessment of damage shall be made by the Maintenance Department of St. Nicholas Catholic Parish within (1) week after the date of use by the undersigned, and the opinion of the department as to the extent and amount of damage shall be binding and final. The Lessee below shall be liable for such damages. If necessary, the lessee will be billed at the rate of \$20.00 per hour. If the kitchen is used, a St. Nicholas representative may be on the premises.

Lessee shall indemnify and hold harmless the lessor and lessor's officers, agents, representatives, assigns, guests, employees, and invitees from any and all damage, loss or liability of any kind whatsoever occasioned upon and/or within the leased parish premises, or ways or walks adjacent thereto, by reason of any injury to persons or property caused or alleged to be caused by any act or omission, neglect, or wrongdoing of the lessee or any of his/her and/or its officers, agents, representatives assigns, guests, employees, invitees, or other persons admitted by the lessee to the parish premises. The Lessee will, at his/her and/or its own cost and expense defend and protect the lessor against any and all such claims or demands including attorney's fees.

Lessee shall provide the lessor with a certificate of insurance documenting general liability coverage in the amount of \$1,000,000 per occurrence for business entities (personal liability (homeowners or farm owners policy) coverage of \$300,000 for individuals). This certificate should name the parish and the Diocese of Green Bay as an additional insured. -OR- My signature below verifies that I carry homeowners/renters liability insurance coverage.

Name of Homeowners Insurance Company _____

The preceding information is correct to the best of my knowledge. I have received a copy of the parish rental agreement and agree to abide by all the regulations and policies set forth for the use of parish facilities and/or grounds. I acknowledge that St. Nicholas Catholic Parish and the Diocese of Green Bay have no responsibility, express or implied, for any damage or injury arising out of, or connected in any way with, our use of parish facilities.

By signing this document, the renter agrees to all rules, guidelines and stipulations stated in the Saint Nicholas Facilities Usage, Policies, and Procedures document. Fee Chart listed below.

Signed: _____ Date: _____
(Signature of Responsible Party)