

GYM USE AGREEMENT FOR SPORTS ACTIVITIES – KNAPP ST. REFORMED CHURCH

Date of Application: _____

This Gymnasium Use Agreement is made on the date indicated between Knapp St Reformed Church and:

Organization Name (Renter/ Responsible Party): _____ (must be present for entire event)

Contact Name: _____

Address: _____

Phone: _____

Name/ Nature of Event: _____

Date(s) of Event: _____ Time from _____ to _____

Saturday events must be concluded by 6pm to allow sufficient time for the custodial care of the building.

DUE TO MULTIPLE USERS/RENTERS, WE ASK THAT YOU ARRANGE TO BE OUT OF THE RENTED SPACE BY TIME ALLOTTED.

Knapp St Reformed Church has agreed to allow User to use the building located at 4025 Knapp St., Grand Rapids, MI provided that the following terms and conditions are met.

1. Insurance and Risk of Loss: Renter promises and warrants that it carries liability and medical payments insurance to cover the liability and medical payment exposures resulting from Renter's use of building.
2. Renter agrees to hold harmless, indemnify and defend Knapp St Reformed Church from any and all liability, which may result from any person using the building, its entrances and exits and surrounding areas for Renter's purposes.
3. Illicit drugs, alcohol, smoking, and pets are not allowed anywhere in the building.
4. Renter will not cover exit signs or block entrances or exits. The two emergency exit doors on the east side of the gym should never be opened except in the case of an emergency.
5. Renter will leave the building as found. Named renter is responsible for (1) returning furniture and equipment to its original place, (2) keeping children supervised at all times, (3) disposing of your own trash in the dumpster, and (4) reporting any damages to the office at your earliest convenience. The responsible party listed above is expected to pay for repairing or replacing any damaged items or damage to the facility.
6. Renter is renting the gym only and all other areas are off limits. Restrooms and a drinking fountain are available within the gym periphery.
7. Typically, a church representative will lock up; however, in rare instances and by pre-arranged verbal agreement, the Renter may be asked to lock the doors before leaving. The key is on the hook by the door/ coat rack.
8. Knapp St Reformed Church is not responsible for cancellation of/ refunding an event due to conditions beyond its control. That decision is to be made by the rental party.
9. It is the policy of Knapp St. Reformed Church to protect children from abuse by not having an adult alone with a child or children. We encourage the User to adopt the same policy, thereby also protecting you from potential false accusation.

Facilities Use Checklist:

Approximate number in attendance: _____ Age or grade range of minors: _____

Will you be bringing food or drinks into building? Yes No

Signature - Knapp St Reformed Church _____ Date _____

Signature - User _____ Date _____

**Knapp St Reformed Church
Gym Rental Rates**

	<u>Member/ Regular Attendee</u>	<u>Non-Member</u>
Gymnasium Rental	\$20 / hr. or flat rate of \$60 for up to 8 hrs.	\$30 / hr. No flat rate
Church representative on site	No charge	\$10 / hr.
Deposit (make out separate check to be held by KSRC and returned if facility is left not needing custodial attention)	\$25 / event	\$25 / event

Minimum rental: 1 hour

Anything over a half hour increment will be rounded up to the next half hour (e.g., 1.25 hr = 1.5 hr charge).

Full payment must be received within 7 days before a one-time event.

For recurring events, payment must be made 7 days in advance of the start date and for the entire term/ season.

Total Due _____

Checks and signed contract should be dropped off or mailed to: Knapp St. Reformed Church. Checks should be made payable to Knapp St. Reformed Church. A copy of the contract will be given or mailed to you. Any changes should be made or discussed with Tammi Shymanski or Stu Jonas at 616-363-5078.

For Office Use Only

Date Balance Paid _____ Ck # _____

Church representative at event (if guest) -- Name: _____

Any questions or concerns to note?
