New Life Community Center

God Centered, Family Friendly, Community Minded

Birthday Party Rental Agreement

Birthday Party for: _____

Event Date: _____ Time from: _____ Time to: _____

Event Space(s) to be used: _____

Estimated Guest Count: _____

CONTACT INFORMATION

Renter:

_____

Mailing Address: _____ City: _____ Zip: _____

Phone: _____ E-mail: _____

Is New Life your church home? _____

FEES

Play Zone: NL Attenders $100.00/General Public $200.00 + $100 Damage Deposit
per 2 hours + set up/clean up time $_____

Other $ _____

Total Due $ _____

AMOUNT PAID: $ _____ DATE PAID _____

OFFICE USE ONLY:

Received by office: _____ _____ **Date on Calendar ____**
Date Initials

Copy to Renter ____

Approved by Pastor: _____ _____
Date Initials

New Life Community Center (NLCC) Facility Use Policies and Procedures: Play zone

Initial

_____ 1. New Life Church reserves the right to deny rental if use does not agree with the church's mission.

_____ 2. Rental includes the Play Zone room only, which does NOT include commons area or kitchen.

_____ 3. Renters shall be at least 21 years of age and shall be present during the event. The person signing the rental agreement will be considered the responsible party in case of damage, theft, or disturbances during the rental event. The Renter is responsible for a refundable $100 Damage deposit as security for any damages sustained to the facility, whether accidental or intentional. Damages can include but are not limited to: Helium balloons on ceiling, damage to walls from tape/adhesives, trash not properly removed, play zone left uncleaned after party, damage to material and/or structure of play gym. Any damages will result in a partial or full reduction of the damage deposit.

_____ 4. Renter is responsible for the supervision and control of the individuals attending the birthday party, to prevent injury and ensure safety before, during and after use of the facility. NLCC Staff reserve the right to intervene if it is deemed that birthday party supervision is inadequate.

_____ 5. Absolutely no ADULTS in the playground area except to retrieve or rescue your child.

_____ 6. There may be other activities in different areas during your event, so please be respectful of other guests visiting NLCC.

_____ 7. Additional tables upon request. Equipment brought in by the renter must be pre-approved by NLCC.

_____ 8. Decorations may not be attached to walls. Confetti or glitter is not permitted**. Helium balloons are not permitted.**

_____ 9. Food, drink and candles are ONLY allowed near counters and tables, NO food or drink inside the netted Play Zone structure.

_____ 10. Clean socks must be worn; shoes are strictly prohibited by anyone using the play area.

_____ 11. Any additional materials brought by the Renter, including food and beverages, decorations and miscellaneous materials must be removed at the conclusion of the birthday party. NLCC is not responsible for items left behind.

_____ 12. Absolutely no Smoking, vaping, use of controlled substances, or use of Alcoholic beverages in any part of the New Life Community Center facility.

_____ 13. Counters should be cleaned and the floor should be clear of debris. Empty trash into the outside receptacle. This is located in the hallway going into the church, on the south side. This door is locked from the outside, please don't lock yourself out.

INDEMNIFICATION AGREEMENT

The Renter agrees to defend, indemnify and hold harmless the New Life Community Center, its employees and agents from and against any and all liability, loss, costs, damage and expense, including costs and attorney fees in defense thereof because of actions, claims, or lawsuits for damages resulting from personal bodily injury, including death at any time resulting therefrom, sustained or alleged to have been sustained by any person or persons on account of damage to property, arising or alleged to have arisen directly or indirectly out of or in consequence of the permitted use.

Signature _____

Date _____

Printed Name _____