



# CHURCH RENTAL AGREEMENT

9330 Vienna Rd., Montrose, MI 48457 810 639-2021

**\*FEE: \$75.00** \*(\$27.00 fee charged for returned checks)\*

**\*DEPOSIT: \$50.00**

**Name (print):** \_\_\_\_\_ **Rental Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Type of event (Circle one):** Birthday - Baby/Wedding Shower - Anniversary - Open House - Retirement - Other \_\_\_\_\_

**Time of event:** \_\_\_\_\_

I will be present at the event during the entire rental period and in consideration of accepting my application, on behalf of myself and my group or organization using the Montrose Township Church, I agree to release and hold harmless the Township of Montrose and its employees from any claim, demand, suit, loss, cost of experience or any damage which may be asserted, claimed or recovered against or from the renter by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract and regardless of which claim, demand, damage, loss, cost of expense if caused in whole or in part by the negligence of the renter, or by third parties, or by the agents, servants, employees or factors of any of them on the premises known as Montrose Township Church.

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_



**\*FOR OFFICE USE ONLY:\***

\$50 Deposit paid on \_\_\_\_\_ CASH CHECK

\$75 Rental Fee paid on \_\_\_\_\_ CASH CHECK

\$50 Deposit Returned to \_\_\_\_\_ on \_\_\_\_\_ date  
Name

## ***Terms & Conditions & Information:***

- Rental of the church is seasonal - May 1<sup>st</sup> thru October 1<sup>st</sup>.
- The Township of Montrose rents its Church on a first-come-first-serve for \$75. A \$50 deposit is also required. Deposits and fees must be paid at time of rental. (*Fees may be waived for local, non-profit or school-related events -subject to approval by Montrose Township Supervisor.*)
- Renters must provide proof of personal liability insurance coverage in the amount of \$500,000 including property damage insurance coverage. (Contact your homeowner's insurance to obtain this temporary rider insurance)
- The facility is rented "as is." The renter will conduct an inspection before taking possession of the Church building and report any damages found as a result of the inspection. The renter is responsible for making sure the building is clean upon leaving.
- The renter pays a \$50 refundable deposit at the time of signing this agreement. The renter is responsible for returning the premises in the same condition as when the renter took possession, excluding ordinary and reasonable wear-and-tear. The renter may be charged for any damage attributed and may forfeit the deposit.
- Church building rental is available from 9 a.m. until 4 p.m., unless other arrangements have been made. **Call (810) 639-2021 to reserve a date.**
- No alcoholic beverages are permitted to be brought on premises or consumed. Smoking is prohibited.
- All trash and debris must be placed in outside dumpster.
- The \$50 deposit fee will be returned to the renter after their event, providing the premises are in same condition as when the renter took possession. Montrose Township reserves the right to refuse refunds on deposit fees.
- The Township does not hold deposits as a guarantee for future rentals.
- Rental cancellations should be made seven days before rental date. Cancellations with less than seven days notification will be charged an administrative fee of \$25.
- All activities, including set-up and clean-up, will be conducted within the time block rented. The renter will vacate the Church by the scheduled time.

- Decorations will not be attached to any drywall surface in any manner. Decorations, if used will be displayed with tape only- no nailing, stapling or tacking will be allowed inside or outside of the building.
- Outside signs may be displayed the day of rental and removed on the same day. Any signs on the property before or after the rental date will be removed by Township personnel.
- **Any problems, questions or concerns please contact Building and Grounds Supervisor, Maynard Reed (810) 730-8641.**