

# HALL USE AGREEMENT

(Non-Member)

1. **PARTIES:**

Saint George Orthodox Christian Church ("Church")  
3650 Cottage Grove Ave. S.E.  
Cedar Rapids, IA 52403  
(319) 363-1559

(Name) \_\_\_\_\_ ("Guest")  
(Address) \_\_\_\_\_  
\_\_\_\_\_  
(Phone No(s)) \_\_\_\_\_

2.a. **DATE OF HALL USE:** \_\_\_\_\_ 2.b. **TIME:** \_\_\_\_\_  
3. **EVENT DESCRIPTION:** \_\_\_\_\_ (the "Event").

4.a. **NUMBER OF PEOPLE EXPECTED TO ATTEND EVENT:** \_\_\_\_\_ 4.b. **CATERER:** \_\_\_\_\_

5. **FACILITIES AND CHARGES.** Church agrees to the use by Guest of the following portions of the Michael G. Nassif Education and Cultural Center ("Premises"):

Small Hall	\$200 (flat fee)	\$ _____
Large Hall	\$ _____	\$ _____
Kitchen Usage	\$ _____	\$ _____

**TOTAL CHARGES** \$ \_\_\_\_\_

6. **DAMAGE DEPOSIT AND PAYMENT.** In addition to the charges in item 5, above, a damage deposit in the amount of \$100 is required upon execution of this Agreement, which will be returned to Guest within thirty (30) days after the date of the Event, provided there are no damages to the Premises. The total rental amount shall be due no later than three (3) days prior to the date of the Event.
7. **ALCOHOL/SMOKING.** The use of alcohol on the Premises is prohibited absent the Church's prior written consent. The Premises are part of a smoke-free facility. No smoking of any kind will be allowed inside the Premises. Smoking is allowed outside the church facilities provided cigarettes and ashes are discarded in appropriate receptacles.
8. **USE OF TABLES & CHAIRS.** The Guest shall have the use of tables and chairs available on the Premises without any additional charges. The Church makes no warranty to the Guest that the types and number of tables and chairs available for use will be sufficient for the Guest's purposes and in no event shall the Church be responsible for rentals of any chairs, tables or other equipment by the Guest. The Church does not supply table linens, dance floor or china.
9. **USE OF KITCHEN.** The use of any of the Church's kitchen facilities is expressly prohibited without the Church's prior written approval, as may be specifically set forth in paragraph 17, below.
10. **DECORATIONS.** Decorations used on the Premises shall not cause permanent damage to any walls or other parts of the Premises or any furnishings therein. The use of nails, thumbtacks or permanent adhesives is strictly prohibited.
11. **SET UP / CLEAN UP.** The Guest may enter the Premises to set up for the event no earlier than 24 hours prior to the Event. Arrangements should be made in advance with the Church representative. Immediately after the event, the Premises shall be returned to their pre-existing condition, with the Guest being responsible for removal of decorations and general clean up. At the Guest's option, the Church may arrange for clean up for an additional charge as may be set forth in paragraph 17, below.
12. **USE OF PREMISES AND DAMAGE.** The Guest agrees to limit use of the Premises to the use(s) described in item 3, above. The Guest agrees for himself/herself and all others attending the Event that no person shall enter or use any other part of the St. George Church facilities adjoining the Premises without the Church's prior consent.
13. **CHURCH REPRESENTATIVES.** One or more Church representatives must be present on the Premises during the Event.
14. **INDEMNIFICATION.** The Guest agrees to assume responsibility for any and all persons who are on the Premises at any time in connection with the Event. The Guest agrees to indemnify and hold the Church harmless from and against any and all liability, claims, suits, loss, damages or costs, including without limitation attorneys fees, arising out of or in any manner connected with the Event or the use of the Premises by the Guest or others who are on the Premises in connection with the Event, except any liability, claims, suits, damages and costs attributable to the Church's own intentional acts or negligence.
15. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement of the parties.
16. **APPLICABLE LAW.** This Agreement shall be construed and enforced in accordance with the laws of the State of Iowa.
17. **ADDITIONAL PROVISIONS.**

---

THIS IS A LEGALLY BINDING AGREEMENT. READ BEFORE SIGNING.

St. George Orthodox Christian Church  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
(signature of Guest)  
Date: \_\_\_\_\_