

RENTAL AGREEMENT

To: First Congregational UCC, Hendersonville, NC

Subject: Request for rental or use of church property

Name of organization \_\_\_\_\_

Person making request \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Date and time requested \_\_\_\_\_

Facilities requested: *(please check)*

- Sanctuary (Refer to Rental Policy for Fee Schedule and Rules)
- Felix Building (Refer to Rental Policy for Fee Schedule and Rules)
- Rental fees for other uses will be determined by Min Phys Res. WE DO NOT STORE ITEMS.

Total due \_\_\_\_\_ Received \_\_\_\_\_

Type of function to be held \_\_\_\_\_

Anticipated number in attendance \_\_\_\_\_

Seating or table arrangement required *(please attach diagram, if involved, and submit to the Church Office by noon on the Friday preceding the event.)* \_\_\_\_\_

I have read and am familiar with the attached rules and regulations governing the use of the church buildings and kitchen facilities and hereby agree that we will abide by same, leaving the premises in the same condition as they were received.

Signature \_\_\_\_\_  
*Official of Church  
approving this request*

Signature \_\_\_\_\_  
*Representative of rental group assuming  
responsibility for complying with church policies*

Date: \_\_\_\_\_ Date: \_\_\_\_\_

*(The original copy of this form will be retained by First Congregational UCC. A copy will be provided to the renter.)*