

LAKEVILLE UNITED CHURCH OF CHRIST
FACILITY USE REQUEST AND AGREEMENT

Date(s) required _____ Time Start _____ Time End _____

Name _____

Address _____

Telephone: Day _____ Night _____ Email _____

LUCC Member _____ Non-Member _____

Minister Approval _____ Trustee Approval _____

Facility/Service Required:	Fee Member	Fee Non-Member
Sanctuary _____	_____	_____
Custodian _____	_____	_____
Organist _____	_____	_____
Soloist _____	_____	_____
Fellowship Hall _____	_____	_____
Classroom # _____	_____	_____
Kitchen _____	_____	_____

1. Use of any or all- dishwasher, dishes/silverware, stove/oven requires fee to be paid.
2. Use of coffee make, microwave, refrigerator, sink – is permissible, no fee to be paid.

Kitchen must be left clean and linens must be washed and returned.

NOTE: All rental and service fees are due in advance. Please make check payable to Lakeville United Church of Christ and mail to: Lakeville United Church of Christ, 1 Precinct St., Lakeville, MA 02347.

In accordance with LUCC's Safe Church Policy, (available on the church website www.lakevileucc.net), prior to the use of the LUCC facilities by an outside organization (lessee), and whether or not rent or contributions are provided to the Lakeville United Church of Christ (lessor), the organization will be asked to provide a certificate of insurance. If the organization cannot provide proof of insurance, there shall be an evaluation of whether the organization has established sufficient standards to use the LUCC facilities.

As an authorized representative of (organization name), _____

I agree, as the lessee, to hold harmless, defend and indemnify Lakeville United Church of Christ, (lessor) for claims arising out of our occupancy of and activities on LUCC's (lessor) property. If possible, I/we will demonstrate maintenance of insurance, to include general liability limits of at least one million per occurrence and workers compensation. By signing this document I agree that I have read and understand LUCC's Safe Church Policy and that I/we will abide by it.

Signature _____

Name (in block letters) _____

Date _____



LAKEVILLE UNITED CHURCH OF CHRIST
1 PRECINCT ST
LAKEVILLE, MASSACHUSETTS 02347

Fellowship Hall Rental (other than wedding or funeral)

Members * (responsible for cleaning)	\$ 50.00
Non-members	\$ 125.00

* Defined as active members of LUCC and immediate family including parents, siblings, and children of member.

These fees are valid up to a maximum of four hours. Use beyond the allotted time may incur additional fees.

Please make check payable to: Lakeville United Church of Christ (or LUCC)

Revised 1/7/2016