

The Burning Bush Co. Fellowship Hall Rental Contract

Address: 1229 Southview Circle, Center, Texas 75935

Phone Contacts:

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Fellowship Hall Rental Contract

I. Securing the Fellowship Hall

Contact the Fellowship Hall Custodian or office to ensure availability of the facility.

State the type of event being held as well as the time and date of use.

An understanding of the Rental Contract and guidelines for use must be acknowledged and the Reservation Form must be completed and received by The Burning Bush Co. and appropriate officials.

II. RENTAL FEES

- Fellowship Hall Rental: \$350.00
 - Fellowship Hall + Kitchen Rental: \$500.00
 - Fellowship Hall + Kitchen + Gym Rental: \$800.00
 - Add an additional fee for (WEDDING PARTY AND Quinceañera \$150.00)
 - Late departure will result in a late fee, extended use of the facility can be negotiated prior to event.
- *In addition to the rental rate fee a \$150.00 non-refundable security fee will be paid directly to

The Burning Bush Co.

Checks for rental are to be made out to The Burning Bush Co.

Please make a \$50.00 non-refundable deposit before using the facility. Deposit will be used towards balance.

The member requesting to use the facility will be deemed the "Renter" and expected to attend the event and assume responsibility for the condition and accountability for all property.

The cash deposit will be returned to the Renter if the hall is left in pre-event condition. If the Renter wishes for the custodian to clean up after the event, the cash deposit will be paid to the custodian. A donation to defray the cost of utilities, while not mandatory, would be appreciated.

III. POLICIES FOR USE OF HALL

Because this is a Christian-owned and operated facility, certain restrictions and regulations are enforced. These apply to all groups alike.

1. All rentals must be arranged in advance through the site manager or booked via theburningbushco.com booking page.
2. Tours of the facility and contract signing must be arranged prior to the event by visiting our website, phone or email.
3. Contract must be signed by Renter and authorized representative.
4. All Church-sponsored events must handle their own setup, cleanup, and restoration.
5. No permanent changes are allowed to the property.
6. Furniture must be returned to original positions after the event.
7. Kitchen equipment use must be approved in advance.
8. Renters must provide their own paper goods, food, and drink.
9. All dishes used must be washed and returned.

The Burning Bush Co. Fellowship Hall Rental Contract

10. Renters are responsible for any damage beyond normal wear and tear.

11. No smoking inside the facility.

12. Attendees must behave civilly and respectfully.

13. The facility doors will be open at 8am the day of the event, should you need additional time please contact a facilitator to make arrangements.

14. Use is limited to rented space unless otherwise arranged.

15. The Burning Bush Co. is not responsible for outside vendor arrangements.

16. The facility is rented "as is." Liability rests with the Renter.

17. The Renter agrees to indemnify The Burning Bush Co. against all claims.

IV. RESERVATION / DEPOSIT FEES

Reservation fees (non-member) or Deposit fee (member) is due at the signing of the Rental Agreement. The non-refundable cleanup fee (non-members only) is also to be paid to the Fellowship Hall custodian at the signing of the Rental Agreement.

Accident and Liability Clause

The Renter acknowledges that they, their guests, and any third parties attending the event do so at their own risk. The Burning Bush Co., its owners, employees, and representatives shall not be held liable for any injuries, accidents, or damages to persons or property occurring in or around the Fellowship Hall premises, including the parking lot and surrounding areas, during the rental period.

By signing this agreement, the Renter agrees to indemnify, defend, and hold harmless The Burning Bush Co. from any and all claims, liabilities, damages, or expenses, including attorney's fees, arising from or related to any accident, injury, or damage occurring during the use of the facility.

It is the responsibility of the Renter to ensure that all guests adhere to safety guidelines and behave in a manner that prevents injury or harm.

Right of Refusal Clause

The Burning Bush Co. reserves the right to refuse rental of the Fellowship Hall to any individual, group, or organization at its sole discretion. This right may be exercised for, but is not limited to, concerns regarding the nature of the event, past violations of facility policies, failure to comply with rental requirements, or any activity deemed inconsistent with the mission, values, or standards of The Burning Bush Co.

Such refusal may occur at any stage prior to the execution of the rental agreement or upon discovery of new information that conflicts with the terms or spirit of this agreement.

Reservation fee - \$350.00 \$500.00 \$800.00

Extra Hours negotiable

Due upon booking - Security fee - \$150.00 & Deposit - \$50.00 = \$200.00

TOTAL DUE: \$ _____

V. RESERVATION FORM & RENTAL AGREEMENT

Rental Date: _____ Time of Rental: From _____ To _____

Name: _____ Address: _____

Home phone: _____ Work phone: _____ Cell: _____

Fax #: _____ Email address: _____

Type of Event: _____ Anticipated # of Attendees: _____

THE UNDERSIGNED HAS BEEN DULY AUTHORIZED BY THE RENTING PARTY TO ENTER INTO THIS RENTAL AGREEMENT AND HAS READ AND UNDERSTOOD THE AGREEMENT ON BEHALF OF THE RENTING PARTY:

Signature: _____ Date: _____

Typed or Printed Name: _____

THIS RENTAL IS CONFIRMED UPON ACCEPTANCE BY AN AUTHORIZED REPRESENTATIVE OF
THE BURNING BUSH CO.:

Signature of Representative: _____ Date: _____

Typed or Printed Name: _____

CHECKLIST FOR CLEANING THE FELLOWSHIP HALL

1. Return all tables and chairs to their original positions.
2. Remove and dispose of all trash, including bathroom bins. Trash Bin is located behind the kitchen facility parking.
3. Clean kitchen counters, stove, and any used surfaces that were in use.
4. Wash and return all used dishes.