

Trinity Parish Episcopal Church, Wethersfield CT

APPLICATION FOR BUILDING USE

By Non-Parish Organization

Name of organization requesting use:

Contact Person: _____ Phone: _____ E-Mail _____

Address:

Event Description:

Event Date: _____ Time: _____ Room(s) Requested: _____ Number of Attendees: _____

Will food be served? Yes () No () Will kitchen be used? Yes () No ()

Contact information for caterer (if any): Name: _____ Phone: _____

It is agreed that:

_____ (name of organization)

1. Assumes responsibility for the care of the facilities and conduct of its members and guests.
2. Cleans up after event.
3. Reimburses Church for damage to or loss of property that may occur from the use of the facilities and equipment by the group.
4. Complies with the rules applicable to the use of the facilities (see Rules for Building Use).
5. Shall defend, indemnify and hold harmless Trinity Parish, Wethersfield, the Diocese of CT, their appointed and elective officers and employees, from and against all loss or expense, including but not limited to, judgments, settlements, attorney's fees, and costs by reason of liability imposed by law upon the church, its elected or appointed officials or employees for damages because of personal or bodily injury, including death, at any time resulting therefore, sustained by any person or persons and on account of damage to property including loss of the use thereof, arising out of or in consequence of this function, whether such injuries to persons or damage to property is due to the negligence of the user, the employees, agents, guests, suppliers, contractors, or subcontractors of the user, the Church, the Diocese of CT, their employees or agents.
6. Shall not exceed the maximum occupancy designated by the Fire Marshall:
7. Trinity will set up tables and chairs in accordance with the Special Event Schematic.

Organization Representative: _____ Date: _____

Warden: _____ Date: _____