

Mocks Church Rental Contract for Facilities
(non-member)

This contract is between Mocks United Methodist Church (MUMC) and

Name: _____

Address: _____

Phone: _____

Date Requested: _____

This event is for a _____.

Please check the facilities needed: _____ Church, _____ Basement, _____ Fellowship Hall

Please check fees rendered:

Church: (\$75.00)____; Church & Basement: \$100.00____; Fellowship hall: \$100.00____

Cleaning: Church: \$75.00____; Fellowship Hall: \$75.00____. *Separate* Security Dep. \$100.____

The cleaning fee does not include any kitchen items used. They must be washed and replaced where they belong. This includes dishes, silverware, pots & pans, etc.

A check to Mocks UMC for the rental and cleaning, if applicable, and a separate check for the Security deposit, are due when contract is signed and submitted. After the event, upon inspection of the facility(s), the security deposit will be returned within 7 days. I have also read the policies governing these facilities and accept them.

A key will be available a day before the event, and should be returned to the church office at 107 Mocks Church Road no later than the day following the event. If the church office is not open, the key may be left in an envelope in the mailbox beside the front door.

No alcohol allowed in church facilities or properties.

Safe Sanctuaries rules and church policy must be followed; use of facility is at your own risk.

(Agreed to by Responsible Party)

(Accepted on behalf of MUMC)