

PRINCE OF PEACE EVANGELICAL LUTHERAN CHURCH
2445 LAKE MINSI DRIVE (Johnsonville)
BANGOR, PA. 18013-5418
610-588-2355

Secretary's Office Hours: Monday, Tuesday, Wednesday, and Friday: 9:00 A.M. 12 P.M., Thursday: 1-4 P.M.

FELLOWSHIP HALL RENTAL AGREEMENT

The term Licensee refers to the party or organization using the facility and all individuals on Prince of Peace Evangelical Lutheran Church property on the date reserved and at no time shall this agreement super seed church functions. The Lessor is the Prince of Peace Evangelical Lutheran Church which includes council, members, Pastor and employees, for the consideration in this Agreement, Lessor warrants as follows:

1. This Agreement gives the Licensee no property interest in the facilities or grounds of Prince of Peace Evangelical Lutheran Church and are entitled only to the use of the facilities permitted. The sanctuary is not to be used at any time. The paging system can be used with instructions and set up from a representative of property.
2. The rental fee for the use of the fellowship hall is \$225.00 and a \$35.00 cleanup fee. Licensee will have two (2) weeks from scheduling date to complete paperwork and submit a check for \$225.00 to Prince of Peace and a check made payable to the church contractor to reserve the time & date. The area can be utilized for an activity such as an anniversary, birthday, graduation party, bridal showers, baby showers and funerals. The Licensee will cater or bring their own food items for serving.
3. The electric stove and refrigerator can be used for said event. The gas stove and dishwasher in the kitchen are not to be used. There will be no tapping or hanging of decorations on walls or ceiling also no paper confetti or foil sparkle or glitter. If decorations are to be used the representative of the property committee will plan with the Licensee.
4. All lights are to be turned off (including restrooms), windows closed, and all doors checked to make sure they are locked. All heating and air-conditioning units are to be turned off.
5. Gambling activities tricky tray and Chinese auctions are strictly prohibited on church premises and there will be no smoking in the facility including the rest rooms.
6. Lessee will bring their own paper products: napkins, plates, cups, food and drink items for coffee, tea, sugar, milk, including serving utensils, dish towels, etc. Church items are not to be used or removed from facility. Items brought in and leftovers must be removed from the refrigerator and facility.
7. Alcohol is not permitted on premises other than wine for a toast.
8. In event that minors are present, Licensee further warrants that it has exercised the highest degree of care in conducting necessary background checks of the adults that will have access to the minors. Licensee shall exercise the highest degree of care in supervising all minors and their activities on the premises. All participants are to remain in the Fellowship Hall, except when using restroom facilities. Proper care and supervision should be administered when using the restrooms.
9. The party using the fellowship hall shall be responsible for all damages and shall save and hold Lessor harmless and promises to indemnify Lessor for all liability incurred because of Licensee's use of the facility.
10. A licensee will refrain from using or permitting the use of unauthorized copyrighted material.
Licensee shall not permit the recording or playing of both audio and visual copyrighted material.
11. Licensee is fully responsible for all sales taxes that may accrue because of the use of the facilities and Licensee agrees to indemnify, save and hold Lessor harmless from any such liability.
12. This Agreement shall not be sold, transferred or assigned to another person, entity, group or organization.
13. The grounds and facilities used by Licensee are provided "as is" and Lessor does not warrant or represent that the property is safe or suitable for the purposes for which it is intended to be used as provided in this Agreement.
14. Lessor will refund the fellowship hall rental fee of \$175.00 for cancellation due to Licensee liability insurance or catering issues, up to (2) two prior to the event date or, if there are church scheduling conflicts or building issues. The \$35.00 cleanup fee cannot be refunded, because of payment to a contractor.
15. The Lessor does not discriminate as to race, creed, color or ethnic origin.
16. Prince of Peace Evangelical Lutheran Church reserves the right to approve or decline any activity concerning this agreement.

REVISED 2/2026