

First Church Facility Use Memo of Understanding

The use of the facilities of the First United Methodist Church is granted with the express understanding that:

- Renter/User to provide proof of standard Certificate of Liability Insurance two weeks prior to date of event if requested.
- FUMC is a smoke-free campus. Smoking, gambling, drugs, or the consumption and/or serving of alcoholic beverages are strictly prohibited.
- Please clean up the room, return all furniture to its original configuration, and bag any trash in trash cans in the room. If you have more trash than will fit in trash cans please bag and take to outside trash dumpster behind Social Hall. Key is available at Office.
- Renter is responsible to turn out lights, air or heat, and lock any doors upon leaving the premises.
- Kitchen Use: Please clean all areas of kitchen that were used to the condition you found it in. Clean all utensils and pots/pans/dishware that was used and put away. If using the dishwasher please be sure it is turned off and strainer cleaned. Remove trash to outside receptacle using the key near paper towel dispenser by south door. Make sure the ovens and stove tops are all off. Make sure air conditioner is turned off and doors locked when you leave. Please dispose of unused food items unless other arrangements are made.
- Renter will be held responsible for any loss, theft, damage, or breakage to the Church facilities and contents. Renter agrees to hold the First United Methodist Church harmless from and against any and all liabilities of any kind whatsoever to any person or persons or property proximately caused or in any way connected with the use of the Church facilities pursuant to this rental agreement.
- Fees include all utilities and HIS access.

PAYMENT

Make check payable to: First United Methodist Church for all facility use fees.