

Church Facility Use Agreement

This **Church Facility Use Agreement** ("**Agreement**") is entered into as of _____, by and between:

_____, a religious organization located at

 ("**Church**")

and

_____, located at

 ("**User**").

The Church and the User may be referred to individually as a "**Party**" and collectively as the "**Parties**".

1. Purpose of the Agreement

The purpose of this Agreement is to set out the terms under which the Church permits the User to access and use certain church-owned facilities for a specific event or activity. This Agreement is intended to define responsibilities, limitations, and conditions of use and does not create a lease, tenancy, partnership, or ongoing right of occupancy.

2. Description of the Event or Activity

The User requests permission to use the Church facilities for the following purpose:

Event or Activity Description:

Event Date(s):

Event Time(s):

Estimated Number of Attendees:

The facilities may be used only for the purpose stated above and not for any other activity without the Church's prior written approval.

3. Facilities Approved for Use

Subject to the terms of this Agreement, the Church authorizes use of the following areas only:

Access to any other part of the Church property is not permitted unless expressly approved in writing.

4. Nature of Permission

Use of the facilities is granted as a limited, temporary, and revocable permission. No exclusive possession or property interest is created. The Church retains full control and authority over the premises at all times.

5. Use Fees and Payment Terms

The User agrees to pay the following fees, if applicable:

<u>Description</u>	<u>Amount</u>
Facility Use Fee	
Cleaning Fee	
Security or Staff Fee	
Deposit (If Any)	
Total	

Payment shall be made by _____ no later than _____. Any security deposit may be applied to cover damage, excessive cleaning, or unpaid charges, with any remaining balance returned within a reasonable time after the event.

6. User Responsibilities

The User agrees to:

- Use the facility in a respectful, safe, and lawful manner.
- Ensure that all attendees comply with Church rules, safety requirements, and applicable laws.
- Leave the facility in substantially the same condition as it was received.
- Supervise minors at all times.
- Obtain any permits, licenses, or approvals required for the Permitted Use.

The User shall not move furniture, equipment, or fixtures without Church approval.

7. Prohibited Activities

Unless expressly approved in writing by the Church, the following are prohibited:

- Activities inconsistent with the Church's religious mission or values.
- Sale or consumption of alcohol, tobacco, or controlled substances.
- Use of open flames, fireworks, or hazardous materials.
- Political campaigning or fundraising.
- Activities that create excessive noise, disruption, or safety risks.

8. Church Policies and Authority

The User acknowledges that use of the facility is subject to all Church policies, rules, and directions from authorized Church representatives. The Church reserves the right to restrict access to certain areas or terminate use if Church policies are violated.

9. Cancellation and Termination

Cancellation by User - The User may cancel this Agreement by providing written notice to the Church. Refunds, if any, shall be determined according to Church policy and the timing of the cancellation.

Termination by Church - The Church may terminate this Agreement if the User breaches any term of this Agreement or if continued use poses a risk to persons, property, or the Church's mission. In such case, the User shall promptly vacate the facility.

10. Damage and Liability

The User is responsible for any damage to the facility, equipment, or property caused by the User or its attendees during the period of use, excluding normal wear and tear.

The Church is not responsible for loss, theft, or damage to the User's personal property or equipment brought onto the premises.

11. Indemnification

The User agrees to defend and hold the Church harmless from claims, losses, damages, or expenses arising out of the User's use of the facility, except to the extent caused by the Church's gross negligence or intentional misconduct.

12. Governing Law and Dispute Resolution

This Agreement shall be governed by the laws of _____, without regard to conflict of law principles. The Parties agree to attempt to resolve disputes in good faith before pursuing formal legal action.

13. Entire Agreement and Amendments

This Agreement constitutes the entire understanding between the Parties regarding facility use and supersedes all prior discussions or representations. Any amendment must be in writing and signed by both Parties.

By signing below, the Parties acknowledge that they have read, understood, and agree to be bound by the terms of this Agreement.

CHURCH

Name

Date

Signature

USER

Name

Date

Signature



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