

Bethel United Reformed Church

of Woodstock, Ontario

862 Alice Street
PO Box 20183
Woodstock, ON N4S 8X8
Phone: (519) 533-1536

Pastor: Rev. James Sinke
Phone: (519) 290-1394
Clerk of Consistory: Jon Zekveld
Phone: (226) 777-7481
Custodian: Amanda Westerhof
Phone: 519-533-8621

All inquiries must be directed to the custodian.

Bethel United Reformed Church of Woodstock conforms to The Holy Scriptures and the Three Forms of Unity. Any rental of the facility that does not promote the upbuilding of the church or contradicts the Scriptures is prohibited.

For all activities that would not be normally done in a church facility, a **third party liability insurance** must be held, proof of which must be given to the custodian prior to the rental. Any damage or injury to the facility, equipment or persons is the responsibility of the party renting the facility and not the church or its staff.

Applicant name: _____

Applicant Address: _____ City: _____

Postal Code: _____ Phone: _____ Email: _____

Type of function: _____

Number of people attending: _____ Date of function: _____

Start Time: _____ End Time: _____

Cost of Rental:

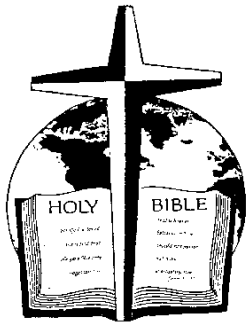
	Payable to Custodian	Payable to Bethel URC
For Members and groups supported by Bethel URC	\$50	\$0
For Non-members	0	\$200

Payment is due one week prior to the rental date, after confirmation that the church is available.

I, _____, fully agree with all the policies and guidelines presented by Bethel United Reformed Church of Woodstock. I understand that Bethel will inspect the facility following the event to ensure that the terms and conditions have been followed and that no damage has occurred. If damages are found, I will be contacted by Bethel United Reformed Church and informed of the charge to be paid.

Signature: _____ Date: _____

Church Use Only: _____



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Authorizing Signature: _____ Date: _____

Terms and Conditions of Facility Rental

1. Bethel United Reformed Church Contact – All communication from the applicant shall be directed to the custodian.
2. Method of Payment – All payments to be made under this agreement may be made via cash or cheque.
3. Timing of Payment – The cost of the rental must be submitted one week prior to the date of the rental
4. Responsibility for Damages – The applicant is responsible for any damage that occurs to the facility (or content) as a result of the applicant's use. A member of Bethel United Reformed Church will inspect the facility following the event to ensure that the terms and conditions have been followed and that no damage has occurred. If damages are found, the applicant will be contacted by Bethel United Reformed Church and informed of the charge to be paid.
5. Compliance of Regulations – The applicant agrees to comply with all building and fire regulations for the event such as no open flames (candles) or smoking within the building.
6. Usage of Bethel United Reformed Church – By renting the facility to the applicant, Bethel in no way relinquishes its right to control the management of the facility and to enforce all necessary rules and regulations as may be required. Bethel may use other components of the facility during the event that does not interfere with the usage by the applicant.
7. Prohibited Activities – Bethel United Reformed Church is a reformed church affiliated with the United Reformed Churches in North America and will not rent the facility to any group whose constitution or intended use of the facility contravenes the Holy Scriptures and the Three Forms of Unity (This can be found at <http://www.bethelurcwoodstock.com/index.php/beliefs>). Bethel United Reformed Church reserves the right to terminate the rental if there is a discrepancy between the actual event and the description of the event provided by the applicant in this agreement, or if the event contravenes with the Holy Scriptures or the Three Forms of Unity.
8. Cancellation – Bethel United Reformed Church will refund payment in full for an event that is cancelled with 72 hours advance notice.
9. Clean Up – General clean-up is required. This includes returning tables and chairs to the proper places, cleaning dishes, and sweeping the floor.