

**ALL SAINTS EVANGELICAL LUTHERAN CHURCH APPLICATION – USE OF
FELLOWSHIP HALL**

Applicant's Name: _____

Address: _____

Phone: _____ Email: _____

Date Requested: _____ Event Hours: _____

Approx. # of people: _____

Purpose: _____

THE USE OF ALCOHOLIC BEVERAGES OR DRUGS IS NOT TOLERATED

I, the undersigned, agree that I accept full responsibility for all damages and/or loss of all properties and/or fixtures and agree to make restitution for said loss or damage at a cost to be determined by All Saints Ev. Lutheran Church. I further agree to maintain an orderly function upon approval of application.

I further will indemnify All Saints Ev. Lutheran Church, its officers and members of the congregation, and will hold the same harmless against any cause or claim arising out of my use of the building.

I acknowledge that I am responsible for clean-up and leaving premises in same condition that I found it. I may opt to engage All Saints Maintenance Staff for clean-up at the rate of \$25 per hour per person.

Applicant's Signature

Office Use Only

Received:

_____ \$100 Security Deposit (due on day of application – refundable upon post-event inspection)

_____ Engaging All Saints Clean-Up Staff: to be billed upon completion at terms stated above.

This application has been processed and approved on _____ (date) by

_____ (authorized signature).

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Rules and Regulations for using All Saints Evangelical Lutheran Church

- There must be an adult responsible for the activity in attendance at all times.
- UPSTAIRS IS OFF-LIMITS!
- You must leave the church in good order. If tables are moved, they must be moved back to the way you found them.
- If you are serving refreshments, you must bring your own food. The juice, cookies and anything else in the kitchen belongs to the church. It is not for use by people using the church.
- Be sure to sweep up, pick up, clean up any litter, crumbs, etc. before you leave, unless you have opted for cleaning by All Saints.
- The bathrooms must be left neat and clean.
- Lights must be turned off and the door locked.
- Report any problems to our trustee, Bob Boyle. He can be reached at 845-223-5107 (home) or 914-489-9007 (cell).

Signed: _____ Date: _____

Please sign and return both pages of this agreement, along with \$100 Security Deposit, to:

All Saints Ev. Lutheran Church
133 N. Cross Road
Lagrangeville NY, 12540

Please call us at (845) 223-5288 with any questions.