

# Grace Baptist Church

**Organized 1892**

17 West Avenue, Norwalk, Connecticut

Reverend Dr. Lindsay E. Curtis, Pastor

Church Office Tel: (203) 838-5717 Fax: (203) 854-5276

Email: rentals@gbcsoulpurpose.org

Name of Representative: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name of Organization: \_\_\_\_\_ Telephone: \_\_\_\_\_

Representative Address: \_\_\_\_\_

Date & Time of Function \_\_\_\_\_

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## FOR GRACE BAPTIST CHURCH USE ONLY. PATRON PLEASE OMIT SPACE

HALL: \_\_\_\_\_ CHURCH PEW: \_\_\_\_\_ OTHER: \_\_\_\_\_

TOTAL COST: \$ \_\_\_\_\_ SECURITY DEPOSIT: \$ \_\_\_\_\_

DEPOSIT WITH APPLICATION: \_\_\_\_\_ BALANCE IN FULL DUE: \_\_\_\_\_

### SECURITY DEPOSIT IS REFUNDABLE 5 BUSINESS DAY AFTER THE EVENT

1. Grace Baptist Church will provide chairs, tables and coat racks.
2. Patrons is responsible for supplying table clothes, utensils, and security officer if needed.
3. Deposit of \_\_\_\_\_ is required with Service Contract. Balance is to be paid seven days prior to the event. Cancellation **MUST** be made within 30 days of deposit or deposit is forfeited. This agreement is made between the undersigned parties and is subject to the rules and conditions listed on the second page of this contract.

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Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Grace Baptist Church Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## RULES AND CONDITIONS

4. No affair will be permitted overtime. Any hours over will be charged \$200.00 per hour.
5. Premises shall be used only for purpose(s) stated in contract.
6. Patron shall comply with all requirements of all laws, order, municipal authorities, and with any direction of any public officer, which shall impose any duty upon the Grace Baptist Church.
7. Patron shall be responsible for retaining any permits or licenses for engagement at Grace Baptist Church.
8. Patron is responsible for cleaning up the facility when used.
9. No alcohol or smoking.
10. Patron will be responsible for all broken furniture and building fixtures while they are using the building.
11. Any officer or board member of Grace Baptist Church have the right to inspect the building while affairs are being held.
12. Grace Baptist Church is not responsible for any damage of property entrusted to its employees nor for the loss of any property by theft or otherwise in connection with all the arrangements relating to checking of clothing or other articles, including automobiles.
13. No wall decorations.
14. Four (4) hour limits.
15. Kitchen use only for warming food. No cooking allowed. Refrigerator, and ice maker may be used during event.