

# PARISH HALL RENTAL CONTRACT

---

SACRED HEART CATHOLIC CHURCH  
1609 N. SUMMIT  
SPRINGFIELD, MISSOURI 65803

Name of Renter: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Event: From \_\_\_\_\_ Until \_\_\_\_\_

Type of Event: \_\_\_\_\_

Approximate Number Expected to Attend: \_\_\_\_\_

Check Room(s) to be rented:

- Parish Hall w/Kitchen
- Parish Hall w/o Kitchen
- Classroom

Will alcoholic beverages be served?  Yes  No

If yes the "Alcoholic Beverage Service Contract" must be completed and attached.

Rental Fee \$ \_\_\_\_\_

Damage Deposit \$ \_\_\_\_\_

Cleaning Fee \$ \_\_\_\_\_

TOTAL AMOUNT \$ \_\_\_\_\_

DOWN PAYMENT \$ \_\_\_\_\_

BALANCE \$ \_\_\_\_\_

Make checks payable to:  
**SACRED HEART CHURCH**

Balance must be paid 30 days prior to  
scheduled activity.

Signature of Renter: \_\_\_\_\_ Date: \_\_\_\_\_

In signing this contract the Renter agrees that they have read and understand the "Parish Hall Rental Policy" and agrees to comply fully with said policy.

# **FACILITY USAGE/INDEMNITY AGREEMENT**

Between Roman Catholic Diocese of Springfield-Cape Girardeau on behalf of Sacred Heart Parish, Springfield, MO (Diocese) and FACILITY USER

\_\_\_\_\_  
(User):

\_\_\_\_\_  
(User Address, City, State)

Date(s) of Facility Usage: \_\_\_\_\_

Type of Facility Usage: \_\_\_\_\_

The above names User agrees to defend, protect, indemnify and hold harmless the above names Diocese and parish against and from all claims from the negligence or fault of the above names User or any of its agents, family members, officers, volunteers, helpers, partners, organizational members or associates which arise out of the above identified FACILITY USAGE at the above names parish.

User agrees to provide a certificate of insurance to the diocese which provides evidence of general liability coverage of not less than one million dollars (\$1,000,000) per occurrence. User also agrees to have the Diocese names as an "Additional Insured" on its general liability policy for the DATE(S) OF FACILITY USAGE in relationship to the TYPE OF FACILITY USAGE for claims which arise out of FACILITY USER'S operations or are brought against the Diocese by User's employees, agents, partners, family members, students, customers, function attendees, guests, invitees, organizational members or associates. User also agrees to ensure that its liability insurance policy will be primary in the event of a covered claim or cause of action against the Diocese.

If and only if the User fails to comply with the above (second) paragraph, then the above names User agrees to protect, defend, hold harmless and full indemnify the above names Diocese from any claim or cause of action whatsoever arising out of or related to the usage which takes place during the above identified DATE(S) OF FACILITY USAGE that is brought against the Diocese or parish by the above named User or its employees, agents, partners, family members, students, customers, function attendees, guests, invitees, organizational members or associates, even if such claim arises from alleges negligence of the PARISH, its employees or agents, or the negligence of any other individual or organization. If any sentence or paragraph of this agreement is held invalid, it is agreed that the balance thereof, shall continue in full force and effect.

NAME (Please print): \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

(Must be an official agent of User)

DATE: \_\_\_\_\_