

**Riverside Presbyterian Church**  
**CHURCH FACILITIES and USAGE AGREEMENT**

Name of Individual or Group Applying: \_\_\_\_\_

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Single Use  Date: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

Multiple Uses  Day(s): \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_

Room: \_\_\_\_\_

Purpose of Use: \_\_\_\_\_

Fee: \_\_\_\_\_

Key:

Will you require a key?  Yes  No Key Type and # \_\_\_\_\_

I understand that this key has been provided only for the use stated on this application. I understand that if I unlock the building, it is my responsibility to ensure that the building is locked up after the designated use. I will not duplicate this key, and will report lost keys to the church office immediately.

I/we the undersigned applicant(s) have read the regulations for use of buildings and hereby accept its terms and conditions along with the terms of this agreement. I/we have also signed the attached Agreement of Indemnity, Waiver, and Release.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_

**For Office Use: Room Use Fee Paid in Full?**

**Amount?** \_\_\_\_\_

**Check # \_\_\_\_\_ Date Received: \_\_\_\_\_**

**Key Assignment: Temporary/Long Term**

**\$25 Key Deposit Received: \_\_\_\_\_**

**Check # \_\_\_\_\_ Date Received: \_\_\_\_\_**

# AGREEMENT OF INDEMNITY, WAIVER, AND RELEASE

For valuable consideration, I/we the undersigned,

(Please print name or names) \_\_\_\_\_

On my/our own behalf and on behalf of the organization or group for which I am/we are making the attached application, do hereby:

- 1) Agree to indemnify and hold harmless Riverside Presbyterian Church, 116 Barrypoint Road, Riverside, Illinois 60546, its officers and members ("Church"), its employees, agents, and contractors, and the Presbytery of Chicago from any and all liability and/or claims and/or damages and/or expenses (including attorneys' fees) that the church may sustain or become liable or answerable for, or shall pay, upon, or in consequence of, the use of the church facility identified on the attached application;
- 2) Agree to pay promptly to the Church for all damage to Church property inflicted by me and/or the organization or group for which I/we am making the attached application; and
- 3) Release the Church of and from any and all actions, causes of action, claims and demands whatsoever, whether or not well founded in fact or in law which the said applicant and/or the organization or group for whose benefit said application is made may have at any time which may arise out of or in connection with the use of said facility, from any cause whatsoever, hereby intentionally waiving all such actions, causes of action, claims and demands, if there shall be any at any time in connection with the use of said facility pursuant to said application.

I am/we are entering into the Agreement in part consideration of the use of said facility by myself/ourselves and/or the group or organization on whose behalf I/we have made the foregoing application and I/we intend to be legally bound the terms hereof.

I/we hereby represent and warrant to the Church that I/we have been duly authorized to execute this Agreement on behalf of the organization or group for which I/we have made the foregoing application and that by my/our signature(s) said organization or group is legally bound by the terms hereof.

Applicant 1 \_\_\_\_\_

Individually and on behalf of:

Applicant 2 \_\_\_\_\_

Individually and on behalf of:

I/we, the applicant(s) affirm that I/we have the authority to execute this document on behalf of:

Organization or group \_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Print name(s) \_\_\_\_\_