



Policy #4-2 Guidelines for Rental of Rimbey United Church (Approved January 31, 2020)

A. Rental of Christian Education (CE) Centre and Sanctuary

Priority of use is as follows:

- Church related activities,
- Outreach Programs or activities,
- Non-profit Community Groups, and
- Others.

The following conditions apply:

- Use shall be booked through the church administrator.
- Use shall be regarded as a privilege, not a right.
- Rent for any part of the Rimbey United Church is set on a per day use.
- Rent is payable to the “Rimbey United Church”.
- Church Outreach programs and activities will be given special consideration.
- The rental fee may be adjusted in special circumstances by Board decision.
 - The use of the sanctuary for outside groups is to be ratified by the Board at its regular meeting or by the Board Chair in consultation with others.
- This policy shall be copied onto the back of all rental agreements which shall be signed by the renter. (see Agreement on next page or over).

Rent is as follows:

- \$25 for no or light kitchen use for groups under 50 people.
- \$50 for no or light kitchen use for groups over 50 people.
- \$65 with full kitchen (this includes lunches following funerals not held in the church).
- \$65 without kitchen for business or commercial groups.
- \$100 with kitchen for business or commercial groups.
- \$175 for special events or gatherings held in the Rimbey United Church Sanctuary.

Kitchen use by outside groups catering funeral lunches shall not require an additional fee as kitchen use is covered in the facility fee for funerals.

If audiovisual support is required, our technician can be hired per **Policy #5-2 Schedule of Honoraria**.



RENTAL AGREEMENT - RIMBEY UNITED CHURCH

NAME OF INDIVIDUAL OR GROUP: _____

PURPOSE OF USE: _____

DATE OF EVENT: _____ FEE: \$ _____

CONTACT PERSON : _____

PHONE _____ EMAIL: _____

Conditions for use:

1. No alcohol,
2. No smoking,
3. Responsible for clean-up. (tidy kitchen, put away chairs and tables, sweep floor),
4. Responsible for any accidents and/or injuries,
5. Responsible for security - no entrance to sanctuary,
6. Responsible for any damage to building and/or equipment,
7. A fee may apply in some circumstances for use of linens, and
8. Any supplies used from the kitchen must be replaced.

SIGNATURE of RENTER _____