

Lloydminster Gospel Fellowship Facility Agreement

Deposit and Payment Procedures

1. Tentative bookings will be held for a 14-day period. At the end of the 14-day period, a rental deposit is required to confirm your booking or it will be cancelled. A deposit of half the amount of the building rent is required to confirm the booking, along with a signed contract.
2. The second half of the building rent is due at least 10 days prior to your event or it will be cancelled.
3. A damage deposit of \$500 is due 10 days prior to your event. We accept damage deposits by cheque. Damage deposits will be returned only after a building review is conducted following your event by Lloydminster Gospel Fellowship. If the damage deposit is to be returned, you will receive a refund within two weeks following your event.
4. All Cheques are to be made payable to Lloydminster Gospel Fellowship.

Conditions of Rental

1. Lloydminster Gospel Fellowship (hereafter known as LGF) reserves the right to determine the suitability of any event in our facility.
2. LGF does not guarantee Renter access to the facility the day prior to their rental for decorating or set up purposes (i.e. the facility may have ongoing church functions)
3. The Renter agrees to maintain all fire exits and access to fire equipment. The Renter further agrees to keep all fire lanes clear, that no portion of sidewalks, entries, exits, passages, and stairways of said premises shall be obstructed by the Renter or used for any purpose other than for ingress and egress from the premises. The doors, windows, fire extinguishers, and AED case shall not be covered or obstructed by the Renter.
4. The washrooms and other water apparatus shall not be used for any other purpose other than that for which they were constructed, and no sweepings, rubbish, rags, papers, or other substances shall be thrown therein. The Renter will pay for any damages resulting from misuse of any nature or character.
5. Open flame of any type is prohibited within or on the church property.

6. The Renter shall remove all belongings from the premises at the conclusion of the event. If the Renter is in default of this condition, all belongings will become the property of LGF and will be disposed of if not claimed within 48 hours.
7. The Renter is responsible for decorating their event. Any wall decorations must be fastened with sticky tac (or likes of) in order to not damage the walls.
8. Tablecloths available upon request (both round and rectangle)
9. LGF shall retain the right to cause the interruption of any performance in the interests of public safety and to likewise cause the termination of such performance when in the sole judgement of LGF it is necessary to do so.
10. It is agreed that any matters not expressly provided for in this agreement will be decided and dealt with at the sole discretion of LGF.
11. Absolutely no smoking or vaping in the facility or on the church property.
12. Absolutely no alcoholic beverages to be consumed in the facility or on church property.
13. The Renter is responsible for any set up and tear down required for the event. The Renter shall leave the premises in a like condition to that at the time the Renter entered. Chairs shall be returned to their original positions and tables shall be put back into storage.
14. The Renter is responsible to clean tabletops and remove their own supplies at the conclusion of their event and leave the facility in a responsible clean manner. All garbage needs to be placed in the dumpster provided for these purposes on the NorthWest corner of the building.
15. The Renter is solely responsible for ensuring all of the above conditions are adhered to by all in attendance of their event. The Renter understands that their \$500 damage deposit will be forfeited to LGF if any of the above conditions are not adhered to.