

Dexter United Methodist Church ~ 7643 Huron River Drive ~ Dexter, MI 48130

FACILITIES USE REQUEST – For ALL Grounds, Buildings & Rooms

< For office use only >

Dexter UMC Ministry _____

Scouts Community

RENTAL:

Member Non-Member

1. **NAME:** _____
2. **PHONE:** _____ **MOBILE:** _____
3. **EMAIL:** _____
4. **EVENT DATE:** _____ **TIME (begin & end):** _____
5. **GROUP:** _____ **Dexter UMC Ministry:** _____
6. **Purpose of Request:** _____

7. **Number of Adults:** _____ **Number of Youth/Children:** _____

8. **Location:** Ed. Bldg. Classroom The Hub The Atrium Newkirk Commons
 Sanctuary The Edge (youth) Grounds/Fire Circle Volleyball Court

9. **Room(s) or Space Requested:** _____
Please indicate any preference for **Outdoor, Ed. Bldg. or Atrium areas (like classroom, fireplace or The Hub).**

THE KITCHEN IS NOT AVAILABLE FOR USE EXCEPT: 1) In support of Dexter UMC ministry events, 2) In conjunction with rental of The Atrium or The Commons by a church member. A church representative will provide specific instruction for use of the kitchen stoves/ovens, dishwasher, pots, pans, food preparation and other electrical equipment. **Non-ministry use of the kitchen** is an additional \$30/hr **plus** a cleaning deposit of \$100 (a separate check please). Your deposit check will be returned if no additional work is required by our cleaning service.

Any ministry using the kitchen should expect to: 1) clean the counter tops and stoves, 2) put away all dishes/utensils, 3) take out trash, 4) shake kitchen mats outside, and 5) generally leave the kitchen in the condition in which it was upon arrival.

10. **Other:** Microphone AV Equipment Coffee Pot Piano _____
Some items require authorized personnel. If authorized, you will be charged for their time & expertise.

TERMS FOR FACILITIES USE: (checking each box indicates **you have read & agree to these terms**)

- YOU will be responsible** for set up prior to and clean up following your event (both ministry & non-ministry). The space will be returned to the condition it was in upon your arrival. All rubbish will be removed to bin outside in the rear of the Ed. Bldg. *Additional charges may be assessed for non-compliance.*
- YOU will use only room(s) assigned** to your group, AND be respectful of others using the facility while in the halls and within the assigned space.
- YOU will supply your own** disposable plates, napkins, cutlery, etc. If using Dexter UMC coffee makers, agree to additional charge for the convenience. (Details will be explained by office staff.)

THERE IS A FEE STRUCTURE for members who want to use the church for personal/family functions and a separate fee structure for non-members and organizations. In some instances, an additional fee will be required to pay for personnel who must be available (e.g., custodian, sound and/or video tech team, kitchen expert).

Note: Members are defined as anyone who appears on the Dexter UM Church membership roll.

Indemnity Agreement

In consideration of the Dexter United Methodist Church (“DUMC”) allowing the undersigned Indemnitor to use DUMC facilities or equipment, Indemnitor agrees to defend, indemnify and save harmless DUMC and its members, agents, Pastors, employees, agents, successors and assigns (collectively “Indemnitees”) from any claim, action, liability, loss, damage, suit or judgment of any type arising from Indemnitor’s use of DUMC facilities and equipment.

Indemnitor will pay all expenses, costs and attorney fees necessary to fulfill Indemnitor’s obligations herein and all expenses, costs and attorney fees of Indemnitees incurred to enforce this agreement

In the event of any asserted claim or suit filed, DUMC shall provide Indemnitor reasonably timely written notice of it at Indemnitees address below. Thereafter Indemnitor shall at its own expense defend, protect and save harmless Indemnitees against said claim or any loss or liability thereunder.

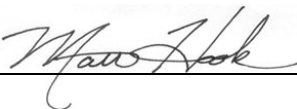
If Indemnitor fails to defend, indemnify and save harmless Indemnitees, then Indemnitees shall have the right to defend pay or settle said claim or suit without notice to Indemnitees who will be liable to Indemnitor for all attorney fees, costs expenses and payments paid or agreed to be paid to discharge said claim or suit.

This agreement shall be binding on and inure to the benefit of the parties hereto and their successor, assigns and personal representatives.

Dated _____

Dexter United Methodist Church

Indemnitor

By 

By _____

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