



This is a contract between \_\_\_\_\_ and Living Water  
Name \_\_\_\_\_

Church for the purpose of renting the church building on \_\_\_\_\_.  
Date \_\_\_\_\_

*The rental cost is \$200 per four-hour time period and must be paid at least 30 days in advance.*

**Responsibility of renters:**

- ◆ Set up
- ◆ All food, beverages and table service
- ◆ Decorations (don't add any hooks, etc)
- ◆ Clean up & reset room how you found it

**Provided by Living Water Church:**

- ◆ Tables and chairs
- ◆ Church member to supervise event if needed.
- ◆ Use of audio/visual equipment

*No smoking or alcohol is permitted in the building or on church property.*

- ◆ Please return signed contract along with all fees.
- ◆ If you must cancel for any reason, all fees will be refunded in full.
- ◆ Please let us know when you need the church unlocked.
- ◆ Any and all incidents must be reported to the supervising church member immediately.
- ◆ You are responsible for paying for any damages.

**Please return contract and payment to the email or mailing address below. Please make checks payable to Living Water Church.**

By signing this contract, you understand all of your responsibilities.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Type of Event: \_\_\_\_\_ Time: \_\_\_\_\_

*All rentals must be approved by the Living Water Church Executive Committee.*

For questions, email [lwckittanning@gmail.com](mailto:lwckittanning@gmail.com)

Church location: 629 Woodward Ave., Kittanning, PA 16201

Mailing Address: 121 N McKEAN St., Kittanning, PA 16201