



LIVING WATER
CHURCH

Building Rental Contract *Non-Profit*

This is a contract between _____ and Living Water
Church for the purpose of renting the church building on _____.
Organization Name Date

*The rental cost is **\$100** 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
Church location: 629 Woodward Ave., Kittanning, PA 16201
Mailing Address: 121 N McKean St., Kittanning, PA 16201