



EUMC Sanctuary Rental Terms and Agreement

Facility Overview

The Ebenezer United Methodist Church (EUMC) Sanctuary is available for rental to individuals or groups seeking an event venue. Usage of the sanctuary is subject to the church's schedule and cannot coincide with any church activities that require the sanctuary. To confirm the availability of your desired date, please contact the Board of Trustees Chairman.

Alcohol, Drinks, Smoking, Vaping, and Food Policy

Alcoholic beverages are strictly prohibited on the premises of Ebenezer United Methodist Church (EUMC). This policy applies to all indoor and outdoor areas of the facility. Renters and their guests are required to adhere to this restriction for the entire duration of their event within the sanctuary.

SMOKING, VAPING, AND DRUG USE ARE PROHIBITED ON EUMC PREMISES.

Additionally, no food or drinks, except for water, are allowed inside the sanctuary during the rental period. It is the responsibility of renters and their guests to ensure full compliance with this policy to preserve both the cleanliness and sanctity of the space.

Fee Structure and Payment Terms

All fees associated with the use of the EUMC Sanctuary are non-refundable. Full payment must be made well in advance, at least seven (7) days before the scheduled event. This advance payment is necessary to allow adequate time for the set-up and maintenance of the facility to ensure it is ready for use by the renter or group. **Church members will pay 50% of the total cost.**

A security deposit of \$500 is required to reserve the event date. To receive a full refund of the deposit, cancellations must be made at least two weeks before the scheduled event.

Item	Cost
EUMC Sanctuary	\$2,000.00
Sound Equipment Usage	\$200.00
Video & Media Usage	\$400.00
Cleaners	\$200.00
Grand Total Cost	\$2,800.00
2 Day Event	Additional 50% of the total Cost
3 Day Event	Additional 60% of the total Cost

Renter's Agreement and Responsibilities

By signing this agreement or contract to rent and use the EUMC Sanctuary for the period from/...../20..... to/...../20....., I/We acknowledge and accept full responsibility for any emergencies, mishaps, or damages that may arise during the rental period. This includes incidents that are natural, accidental, or personal in nature. The Ebenezer United Methodist Church (EUMC) shall not be held liable for any incidents or occurrences during the term of the rental.

Assumption of Responsibilities

- **Repair of Damages:** I/We will be responsible for repairing any physical damage or defacing of the building's interiors and exteriors that occurs during the period of use. This responsibility includes, but is not limited to, damage to walls, interior furnishings such as carpeting and drapery, chairs or seats, lighting fixtures, and any other property within the sanctuary.
- **Supervision of Children:** I/We will ensure proper monitoring, control, and management of all children brought onto the church premises during the rental period. This is to prevent unnecessary loitering or disruption within the facility.
- **Theft Prevention:** I/We accept responsibility for any thefts that may occur on the church premises, including thefts involving vehicles in the parking lot, during our period of use.
- **Event Rehearsals & Setup:** Only two (2) rehearsals of 4 hours each are allowed prior to the event date.
- **Force Majeure:** In case of earthquake, flood, fire, war, act of nature, and other unforeseeable force majeure events, parties shall revise this agreement according to the impact on the event.
- **Misrepresentation:** Any misrepresentation by the renter will immediately terminate this agreement and result in the forfeiture of all payments made.
- **Governing Law & Jurisdiction:** This agreement shall be governed by and construed in accordance with the laws of the State of Ohio, without regard to its choice of law provisions.

Liability Waiver for Bodily Injuries

I/We acknowledge and understand that the Ebenezer United Methodist Church (EUMC) shall not be held responsible or liable for any bodily injuries that may occur while using the facility during the rental period. This includes, but is not limited to, injuries resulting from falls, slips, trips, or similar incidents. By signing below, I/We accept full responsibility for ensuring the safety of all attendees and agree that EUMC is not liable for any such occurrences during our use of the premises.

Acknowledgment and Signatures

Renter's Signature	Date	Full Name
.....
Witness Signature	Date	Full Name
.....

Ebenezer United Methodist Church Facility Rental Information

Date Details

Date of Application:

Date of Event: From To

Event Time: From To

Renter Information

Renter's Name:

Address and Phone Number:

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Fee Summary

Rental Fee: \$.....

Total: \$.....

Deposit: \$.....

Office Use Only

Approved By:

Date:

Remarks

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For more information, contact the Board of Trustees

trustee@eumcoho.org

614-447-1500

Prepared on September 25, 2025