



9030 Miller Road  
Parker, Colorado 80138  
(303) 841-2125 / Fax (303) 841-2076

**AGREEMENT FOR USE OF CHURCH FACILITY**

Organization Requesting Use: Civil Air Patrol  
Address: \_\_\_\_\_  
\_\_\_\_\_

Exempt #: \_\_\_\_\_

Organization Contact: LT Col Eric Hauff  
Daytime/Mobile Phone: 703-403-4724  
E-Mail Address: erichauff@yribco.com

On-Site Adult Responsible Contact: \_\_\_\_\_  
Daytime/Mobile Phone: \_\_\_\_\_

Date(s): July 15, 2015 to July 14, 2016  
Time(s): Every Thursday 6pm-9pm  
Room/Space: Student Center (1st and 4th Thursday ALSO uses Modular 111)  
Activity Description: Military Ministry  
Estimated # of Participants at one time: \_\_\_\_\_

Estimated Fee:

Number of hours of use:	_____	hours		
Hourly Rate	_____	per hour	=	_____
Custodial Fee (3 hr min)	_____	hours @ \$20	=	_____
Coordinator	_____	hours @ \$15	=	_____
# Keys requested	_____	@ \$25 each	=	_____
Media Operator	_____	@ \$35/hr	=	_____
(Sound, Video, etc: 1 <sup>st</sup> 2 hour min \$75 )				

Other Charges: \_\_\_\_\_ 0 \_\_\_\_\_

Total Payable: \_\_\_\_\_ 0 \_\_\_\_\_

All rental fees are payable in advance for the dates specified.

The church agrees to supply the following equipment: chairs and tables.

Civil Air Patrol has visited the church office and be assigned a key. **A \$25.00 deposit will be required, to be retained if the key is lost.** The keys are not to be duplicated. Civil Air Patrol currently has a key to the building. Civil Air Patrol agrees to return the key to the church office immediately if they relocate, dismantle or obtain a new leader for their group.

I, ERIC HAUFF, whose signature appears below, am authorized to act as the legal agent of the above named organization (applicant), for the purpose of application for and use of Parker Evangelical Presbyterian Church's (PEPC) facility.

Civil Air Patrol recognizes that PEPC's property and general liability insurance policies do not provide coverage to organizations using church facilities for non-church activities. The applicant is required to provide a certificate of comprehensive general liability insurance in the amount of \$1,000,000 per occurrence. The certificate of insurance must have an endorsement naming PEPC as an additional insured as its interest may appear. If the organization or parties do not have such coverage, it NEEDS to be understood that PEPC, its employees, attendees or anyone outside of this event shall NOT be held responsible or liable for any injury, mishaps, damages and so forth that such insurance would normally cover under liability coverage.

In consideration of the Civil Air Patrol use of PEPC facilities, the applicant agrees to indemnify, defend, and hold harmless PEPC, its respective agents, affiliates, officers, pastors, elders, and employees of and from all losses, cost damage, injury, liability, claims, liens, demands, actions, and causes of action whosoever arising out of, or related to applicant's negligent or intentional acts, errors and omissions or those of its employees, agents, and participants in connection with the use of the PEPC facility.

Misuse or abuse of buildings, facilities, equipment or grounds or violation of federal, state or municipal laws, or PEPC policies or procedures maybe grounds for immediate revocation of use and surrender of the premises. Alcohol, tobacco and weapons are strictly forbidden on PEPC property. Violation of this requirement will cause immediate termination of the agreement.

In the event the Civil Air Patrol desires to cancel this agreement, the User shall provide PEPC, at above address, notice of such cancellation 5 days prior to the scheduled usage set forth in this agreement including space, and any other items to be provided by PEPC.

After the use of the church is complete, and it can be determined whether there was compliance with the Rules and Guidelines, and whether damage was done to the property of the church, Civil Air Patrol agrees to pay for any and all damages occurred during their use of the premises.

Eric Hauff  
Applicant's Signature

7/16/2015  
Date

Regina Ann  
PEPC's Representative

7-20-2015  
Date

Request Approved

Request Denied

## RULES AND GUIDELINES FOR USE OF CHURCH FACILITY

The following conditions will apply when the church building(s) at Parker Evangelical Presbyterian Church (PEPC) as used by other organizations and/or individuals. The group or individual will agree to:

- A. Provide at least one (1) adult supervisor, who will accept responsibility for the Group's compliance with any and all building use conditions.
- B. Comply with any and all applicable policies, rules and regulations of the church.
- C. Take proper care of the facilities and equipment. **ALL** areas used are to be clean and tidy upon completion of event (clean up any food, counters, beverages. Dry and put away **ALL** dishes, and return to original location, any and all miscellaneous item(s) and/or materials).
- D. Promptly pay for any and all damage(s) or need of additional cleaning required as a result of the use of the building. It is understood that any additional cleaning that should have to be done after your group departs could be billed to you group.
- E. Not to exceed the occupancy limits of any room(s) used.
- F. Hold harmless and indemnify PEPC for any and all claims against it arising out of the use of the facilities.
- G. Smoking and alcohol, of any type, is **NOT** permitted in or outside the premises of the building.
- H. Additional charge(s) will be required for the use of special equipment.
- I. The following conditions: No storage facilities will be provided. PEPC will not be held responsible for any and all equipment and/or material(s) brought in by any organization or individuals using PEPC facilities. PEPC will not be held responsible for any and all equipment and/or material(s) left overnight, if removal is not possible by User. **Provide, however, that if event is held Saturday evening, ALL equipment MUST be removed no later than 7:00 a.m., Sunday morning.**

- J. It is hereby stated that the organization or person(s) named have also received a copy of the PEPC Building Use Policy and agree to adhere to all conditions set forth in that policy.

**RULES AND GUIDELINES HAVE BEEN READ AND AGREED TO:**

Applicant's Signature  Date 7/16/2015

PEPC's Representative  Date 7-16-15

As Users of PEPC property, we agree to protect, indemnify and hold harmless PEPC, and its officers, directors, members, agents and employee from any and all claim, loss, cost, damage, injury or expense, including without limitation, attorneys fees and costs, arising out of or from any accident or other occurrence on or about such premises which causes injury or damage to any person or any property, and will protect, indemnify and hold harmless PEPC, and its officers, directors, members, agent and employees from any and all claim, cost, damage, injury or expense including without limitation, attorneys fees and costs, arising from any failure of the User in any respect to comply with and perform all requirements and provisions agree to or required by law or ordinance, during the use of the premises as described above.