

Approved by Board of Trustees on January 16, 2017

Unity on the Lakeshore
41 S. Washington St., Douglas, MI 49406
269.857.8226 unitylakeshore@gmail.com; www.unityls.org

BUILDING RENTAL CONTRACT

DATE: _____

LESSEE'S NAME: _____

LESSEE'S ADDRESS: _____

HOME PHONE: _____ CELL PHONE _____

EMAIL: _____

PURPOSE OF RENTAL _____

RENTAL DATE(S) AND HOURS (TO INCLUDE SET-UP AND CLEAN-UP TIME)

DATE _____ HOURS FROM _____ TO _____

DATE _____ HOURS FROM _____ TO _____

DATE _____ HOURS FROM _____ TO _____

All events must conclude no later than 12:00AM, including clean-up. In consideration of our neighbors, no noise is allowed after 10:00PM on Monday through Thursday night, and after 12:00AM on Friday or Saturday night.

EXAMPLE RENTAL FEES:

- | | |
|--|---|
| 1. Ceremony in the Sanctuary | \$250.00 for 4 hrs. Additional time @ \$50/hr. |
| 2. Small gathering in the Community Room | 75.00 for 1st two hours. Additional time @ \$50/hr. |
| 3. Rehearsal for Ceremony | 75.00 |
| 4. Cleaning Fee | 75.00 refundable if cleaned by lessee. |
| 5. AV/Sound system assistance | 100.00 |
| 6. Accompanist Fee | <u>100.00</u> |

TOTAL \$

A non-refundable security deposit of \$100.00 is due at the time of signing and will be applied towards your rental fee. The remaining balance shall be paid in full no later than seven days prior to the event.

UNITY ON THE LAKESHORE BY: (PLEASE SIGN ABOVE AND PRINT NAME HERE).

LESSEE: (PLEASE SIGN ABOVE AND PRINT NAME HERE).