

FACILITIES USE AGREEMENT Form

The First Unitarian Universalist Society of Exeter 12 Elm St. Exeter, NH 03833 (603) 772-4002

Today's Date: _____ Event Date: _____

Event Time (start) _____ (end) _____

Organization _____ Non-Profit _____ (Yes/No)

Organization Street Address City State ZIP: _____

_____ Contact tel. number(s): _____

Person requesting space: (Last Name) _____ (First Name) _____

Purpose for which space is requested _____

Are you a Member of FUUSE (Yes/No): _____

If no, has a Member agreed to sponsor/be responsible for your event? _____ (Yes/No)

If Yes, who _____ (Name of Member)

Number of people expected to attend event _____ (See attached fire code requirements)

Rental Reduced Fee/Fee Waiver Application Form submitted? _____ (Yes/No)

Total fee due: \$ _____

A heating surcharge of \$40 for use of any of the areas listed is assessed for the period inclusive of November 1 – April 30. *No waiver of this charge will be granted unless staff are already in building.*

A Deposit of \$200 will reserve the space, upon approval of this agreement. This fee is waived for FUUSE members. Payment in full, including cleaning deposit if applicable, is required prior to receiving a key safe code.

Church Policy on Admission Donations:

Church building users are prohibited from charging attendees a mandatory fee for entrance and participation, except for tuition and similar fees for educational classes. Suggested donations are allowed.

I am the above-named individual or duly appointed adult representative of the above- mentioned organization. I have read and agree to comply with the Facilities Use Policy and I will be responsible for the conduct of affairs and abide by all terms of the Policy.

Signature of Responsible Party:

Sign Name and Date: _____ Date: _____

Print Name: _____

*We are an eco-friendly church. We discourage the use of disposable products.
We encourage recycling.*

