



Our Lady of the Angels Roman Catholic Church

50 South Street Cuba, NY 14727 (585) 968-2885

FACILITY USE CONTRACT PARISHIONERS

Our Lady of Angels the Church allows the use of our social hall and facilities by church family groups of Our Lady of the Angels parish, the Diocese of Buffalo, non-profit community groups and other organizations. The Church reserves the right to refuse such use.

I _____
(Name, Address, Phone#)

In charge of _____
(group, organization, or event for which the facilities will be used)

Request the use of the following facilities listed below: (check those needed - apply Facilities Fee below)

- | | |
|---|--|
| <input type="checkbox"/> Social Hall (Carmody Hall) | <input type="checkbox"/> Social Hall and Kitchen |
| <input type="checkbox"/> Classroom(s) | <input type="checkbox"/> Basement |

Our group will consist of approximately _____ people and we will use the facilities checked above
(number)

for _____ on _____
(description of activity) (month / day(s) / Year)

from the hour of _____ until the hour of _____.

Will Alcoholic beverages be served at this event? Yes (If yes, see alcohol policy next page)
 No

All Groups and Organizations agree to: (1) The above date and time on this form. (2) Replace or pay for repair on any property damaged. (3) Leave all facilities substantially as found. (4) Turn off all lights, including bathrooms. There will be a \$10.00 surcharge to any group that leaves lights on. (5) No smoking. (6) Bag all garbage before leaving. (7) Use only the facilities indicated on this form. (8) Pay for facilities used (according to the fee schedule below).

Time Used > # of People	0 - 2 Hours		2 - 4 Hours		In excess of 4 Hours	
	Custodial Fee	Utility Fee	Custodial Fee	Utility Fee	Custodial Fee	Utility Fee
1-25	30	10	30	15	35	20
26-40	40	20	40	25	45	30
41-60	50	30	50	35	55	40
61-85	75	40	75	45	80	50
86-115	125	60	125	70	130	75
116-150	150	80	150	85	155	90
151-200	200	150	200	155	210	160

All fees are to be paid in full at time of Scheduling.

SCHEDULING FEE	0.00
CUSTODIAL FEE (As per Schedule above)	_____
UTILITY FEE (As per Schedule above)	_____
TOTAL Checks are to be made payable to "Our Lady of the Angels Church"	_____

ALCOHOL POLICY

If the renter wishes to serve beer and wine, the renter must obtain at their own expense a 24 hour beer and wine permit through the New York State liquor authority and provide a copy of it to the parish. That person must obtain a certificate of insurance from their homeowners insurance company also naming Our Lady of the Angels R. C. Church and the Diocese of Buffalo as additional insured with the facility rental. The Diocese requires at least \$300,000 per occurrence. If a parishioner can not get a obtain a certificate of insurance from their homeowners insurance company they should contact the Tri-Parish Office and talk to the Pastor, so we can see what is possible.

If the renter wishes to serve alcoholic beverages, in addition to beer and wine, they MUST hire a caterer with a liquor license. The caterer must provide a certificate of general liability insurance at the same \$1,000,000 per occurrence and \$2,000,000 general aggregate limits. In addition, the caterer must provide proof of having liquor liability insurance at limits not less than \$1,000,000 per occurrence and \$1,000,000 aggregate. For both coverages, Our Lady of the Angels R. C. Church and the Diocese of Buffalo must be named as additional insured.

WITHOUT THE NECESSARY PERMITS AND INSURANCE ALCOHOL CANNOT BE SERVED ON CHURCH PROPERTY.

ASSUMPTION OF THE RISK AND INDEMNITY AGREEMENT

As renters of Our Lady of the Angels R.C. Church property, we agree to protect, indemnify and hold harmless Our Lady of the Angels R.C. Church and the Diocese of Buffalo from any and all loss, cost, damage or expense, arising out of or from any accident or other occurrence on or about these premises, causing injury to any person or property, and will protect, indemnify and hold harmless Our Lady of the Angels R.C. Church and the Diocese of Buffalo from any and all claims, cost or expense arising from any failure of the renter in any respect to comply with and perform all requirements and provisions agreed to and required by law or ordinance, during the rental period.

Should any alcohol be served by us, we as renters, hold harmless Our Lady of the Angels R.C. Church and the Diocese of Buffalo from any and all loss, cost, damage, expense, injury, or fatality caused to any party, first or third, resulting from the use of alcohol supplied by us. Further, the renter warrants that the above type of activity will be conducted in full compliance with all federal, state and local laws, rules and regulations and in compliance with all rules and regulations of Our Lady of the Angels R.C. Church and the Diocese of Buffalo.

Liquor Permit: _____

Note: *If you are serving alcohol and have insurance, please attach a copy of your Permit and Certificate of Insurance.*

IN AGREEMENT TO ALL THE FEES, CONDITIONS AND TERMS LISTED ABOVE:

Date _____

Name: _____ (Please Print)

Signed: _____

SEND 2 SIGNED COPIES OF THIS FORM AND PAYMENT TO: OLA Facilities Usage, c/o Donna Falandys, 5998 Rt. 305 Cuba, NY 14727