

**THOREAU WOODS UNITARIAN UNIVERSALIST CHURCH
LEASE AGREEMENT**

Name of Lessee: _____

The Lessee or alternate responsible party must be present at all times.

Alternate Responsible Party: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Name of Lessor: Thoreau Woods Unitarian Church
Physical Address: 144 E. Mosley Lane, Huntsville TX 77340
Mailing Address: P.O. Box 6751, Huntsville TX 77342-6751
Phone Number: (936) 439-9505 Email: info@twuuc.org

Meeting Room only (20 people maximum)
Voting Members \$25/hour, \$50 deposit
Non members \$50/hour, \$100 deposit

Sanctuary only (100 people maximum, 2 hour minimum)
Voting Members \$37.50/hour, \$75 deposit
Non members \$75, \$150 deposit

Whole Building (125 people maximum, 2 hour minimum, excludes church office)
Voting Members \$50/hour, \$100 deposit
Non members \$100/hour, \$200 deposit

There is an additional \$100 alcohol deposit. No alcohol served to minors. No alcohol may be sold. Events providing alcoholic beverages require the attendance of a security guard. Lessee is responsible for hiring of security guard.

_____ Please check if this is a recurring rental. The deposit will be kept until the agreement is terminated. Payment will be made in advance on a monthly basis. Lessee may be provided a key. Lessee will be responsible for turning off lights and locking doors.

Voting members may use the facilities at no cost for weddings or funerals.
Certain non-profit organizations (meeting room only) may be eligible for free rental.

_____ Check if you are requesting free rental – indicate reason below:

Date **and time range** of Rental.

Room(s) Requested: _____ Meeting Room _____ Sanctuary _____ Whole Building

Expected attendance: _____ Nature of function: _____

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- Absolutely no smoking in the building. Smoking is allowed on the property, but Lessee will be responsible for any damage to grounds.
- Cancelled events: Full refund with more than one week notice. Less than one week, rental fee will be returned, deposit will be kept.
- Property must be equal or better than you found it. If kitchen facilities are contracted for use, they must be left clean, trash removed, and dishes washed. Any broken dishes must be reported. Any damages to property, including furniture, equipment, musical instruments, PA system, or any necessary cleaning will be taken from deposit. The remainder of the deposit, if any, will be refunded within one month.
- All rentals include restrooms, parking lot, and patio areas.
- The church is not available Sundays 8 am to 1 pm.
- No pre or post activities allowed. You will get the key when your reservation starts and return the key when your reservation is over unless alternate arrangements are made. Additional hourly fees will apply, and may be taken from deposit.
- Lessees are responsible for the behavior of their guests, including any damages.
- No animals other than service animals without prior authorization.
- Lessee and guests must follow all laws, including use of illegal drugs.
- No use of glitter, confetti, rice, or fireworks are allowed in the building or on the grounds. Birdseed and bubbles are allowed outside.
- No firearms are permitted in the church or on the church property.
- The church reserves the right to refuse rentals for any group that discriminates on the basis of race, color, ethnicity, gender, age, religion, disability or sexual or gender orientation.
- It is the responsibility of the Lessee to maintain a respectful noise level. The church is located in a residential neighborhood. Excessive noise after hours may result in reporting to law enforcement.
- Parking is limited.
- Damages exceeding the deposit will be the responsibility of the Lessee.
- In advertising your event, Lessee should not use “Thoreau Woods Unitarian Universalist Church”, initials or part thereof as if the church were sponsoring the event, rather “meeting at ..” or other qualifier should be used.
- This agreement does not include any human services. Wedding or funeral officiants or musicians may be contracted separately with the individual involved and is not a part of this agreement.

I have read the TWUUC Lease Agreement in its entirety and agree to abide by it. TWUUC will provide a copy of this agreement after both parties have signed. This agreement is not in effect until both parties have signed and the deposit has been paid. The remainder is due one week prior to event. Please make checks payable to TWUUC. You may also pay via Paypal at “<http://twuuc.org/fellowship/donate/>”.

Signature of Lessee

Signature of Lessor, Officer of TWUUC

Date signed

Date signed