

`For Saints Nicholas Constantine and Helen  
Greek Orthodox Church  
80 Laurel Avenue  
Roseland, NJ 07068

***Facilities Rental Agreement***

**Agreement** made this 15<sup>th</sup> day of August 2019 between Saints Nicholas Constantine and Helen Greek Orthodox church, hereinafter refer to as “**the Church,**” and **Rony Mathew** hereinafter refer to as “**the Renter,**” as follows:

**Renters Name & Contact Information:**

Rony Mathew / Valsamma Abraham  
10 Miles Ave.  
Albertson, NY 11507  
(516) 238-7792  
rmathew1120@gmail.com

1. The Church hereby rents to the Renter for the sole purpose of:  
Church – Wedding Ceremony  
**Date:** Saturday, July 4, 2020  
**Time:** 9:00am – 11:30am  
**Number of people attending:** Approximately 300  
**Rehearsal:** July 3, 2020 – 4:00pm

*Note: Please See Attachment for Information and pricing regarding the Social Halls and Classrooms*

2. The Renter agrees to pay the church as consideration for said rental, the sum of \$1,000.00 to be paid in the following manner: \$ 200.00 (**ck# 429 / 08-29-2019**) upon the execution of this agreement and the balance in the amount of \$800.00 no later than ten (10) days prior to the date and time referenced above for the said hiring. At that time a certificate of insurance and a security amount will be presented to the Church in the amount of not less than 30%.
3. In addition to the foregoing, the Church acknowledges receipt of the sum of \$\_\_\_\_ paid by the Renter simultaneously with the execution of the agreement, to be held as security against any damages that the Church may incur or be liable for as a result of the breach or violation of on the part of the Renter of any terms, conditions, covenants, rules or regulations contained in this agreement. In the event that no such damages or liability is incurred, then said sum shall be returned to the Renter within five (5) business days of said hiring.

4. The Renter shall be solely responsible and liable for the preparation of the facilities hired herein for its purpose or function, which shall not commence earlier than four (4) hours prior to the time of the scheduled rental period. If additional set up time is required, rental rates may be affected and subject to available access to the facility. The use of stickers or other articles affixed with glue-like substance, as well as other form of defacement of the premises is strictly prohibited. If the kitchen is utilized, it is the responsibility of the Renter for the cleaning of the kitchen to its original state.
5. The Renter shall procure all necessary governmental permits, sufficient security personnel, comply with all governmental and departmental laws, ordinances, rules and regulations and, liability insurance coverage as follows:
  - a. **Individual Renters will obtain a "Certificate of Insurance" showing a minimum liability limit of \$500,000 from their Home-Owners or Apartment Renters Insurance Company, OR, an Event Policy with a \$500,000 liability limit.**
  - b. Organizational Renters will obtain a \$1,000,000 Event Policy.
  - c. If the renter is hiring professionals such Caterers, DJ's, Musicians etc. proof of Workers Compensation and Liability Insurances will be required.

Failure to produce proof of insurance at least one week prior to the scheduled event could result in cancellation of the rental.

Please initial here \_\_\_\_\_ verifying that you have read and understand the insurance requirements.

6. The Renter understands:
  - a. Should liquor be served, it will be limited to beer and wine. **No other alcohol is permitted.** If the renter opens the event to the public, a Social Affair Permit will be required. Copy of permit to be provided to the "Church"
  - b. When beer and wine is sold directly or implicitly, i.e. an admission fee is charged at the door or in advance, the Renter will obtain a liquor permit. The liquor permit will be shown to the Church one week before the date of hire and will be visibly posted on the wall next to the bar.
7. The parties understand and agree that the Church reserves the right to cancel, rescind or revoke this agreement without prior notice, expecting that it shall not willfully do so without any reason whatsoever. In the event such right is exercised, then the sole liability of the Church shall be limited to the return of the moneys deposited.

8. This agreement is also subject to the following covenants, conditions, rules and regulations:

If the Renter is a corporation or association, this agreement must also be signed by an officer or authorized member thereof individually, who shall personally guarantee the performance hereunder.

a. The Renter shall only use those facilities hired herein, which include the selection in clause 1, adjoining hallways as reasonably necessary for entrance and egress and travel to the restrooms, the lavatory areas, parking lot, and appertaining walkways. At no time is the Renter permitted to enter into facilities, such as offices, library, boardroom, storage closets, any area of the church used for religious services, or any area not specified in this sub-clause, or cause one, above.

**Areas of Facility Rented:**

Large Hall and Limited use of kitchen

- b. The Church shall at all times reserves the right to enter and inspect the premises and to enforce all rules for its proper operation and management.
- c. The number of persons occupying the facilities hired shall not exceed the number stipulated herein, or the number permitted by applicable laws and/or ordinances, but in no event to be in excess of the numbers shown in the table below:

<b>Facility</b>	<b>Maximum Occupancy (persons)</b>
Small Social Hall	150
Large Social Hall	500
Full Social Hall	750
Meeting Room	25
Large Meeting Room	50

- d. Sound Equipment and lighting owned by the Church shall be operated only by the Church or its agents, at the expense of the Renter.
- e. The Renter shall be responsible for the any damage or defacing of equipment or facilities rented, or any damages sustained by any person, which is caused by the negligence of the Renter, its agents, servants, employees, or guests.

- f. The Renter shall be made responsible for the maintenance of order in said premises and for the character, acts, and conduct of all persons admitted to said premises under its auspices. The Church reserves the right contract with the Roseland Police Department, at the Renter's expense, for the services of policemen to be on duty until all guests have cleared the premises by the designated curfew time. The number of policemen will be determined by the number of people attending the event.
  - g. A curfew shall be determined at the time of the signing of this contract. The Renter is responsible for meeting the agreed upon curfew. The security deposit will be forfeited if the curfew is violated by more than half-an-hour.
  - h. The church shall not be liable for any damage or injury resulting from the carelessness, negligence, or improper conduct of the Renter, its agents, servants, employees, and/or persons present with its permission, and shall be named as an additional insured on the policy of insurance obtained by the Renter and presented to the Church, as referenced above. In the event that the church shall so become liable therefore, the Renter agrees to indemnify the Church and hold it harmless.
  - i. Bingo games and games of chance are strictly prohibited
  - j. The Church reserves the right to eject any objectionable person from the premises and the Renter hereby waives any right and claims for any damages.
  - k. The Renter shall not assign this agreement nor sublet the premises, nor any portion thereof.
9. The Renter will be given an opportunity to inspect the facilities, as described above, upon appointment and with reasonable notice to the church, and to confirm that the said premises are in satisfactory condition. By executing this agreement, the Renter affirms that the facilities are in satisfactory condition
10. Any disputes arising under this agreement shall be governed by the laws of the state of New Jersey.
11. Security Deposit either in the form of a check or major credit card to be held by "Church" and to be returned upon total satisfaction and clean-up of event. Any damage incurred or clean up not properly completed by time period will result in a total or partial loss of deposit. Should "Church" be required to perform additional clean up or removal of decorations, additional clean up fee in Section F to apply. Security Deposit of 30% of total rental to be charged to major credit card or returned in the form of a check by the church. Deposit to be paid upon signing of agreement. Security deposit to be returned upon inspection of rented premises.

**SCHEDULE OF PRICES FOR SOCIAL HALLS, GYMNASIUM AND MEETING ROOMS**

**M) Decoration Removal**

All decorations must be removed by the renter on the same day of event. Glue or glue like adhesive that will cause any type of damage, leave a residue, or defacing of property is not allowed is NOT PERMITTED ADHERED TO ANY WALLS. Easels are permitted and must be used for any signage, posters or advertisements.

No Glue adhesive to be used. Any other form of staples, nails, glue or duct tape will result in loss of deposit for the damages incurred.

IN WITNESS WHEREOF, the parties hereto have signed and sealed this agreement on the date reflected.

Saints Nicholas Constantine and Helen  
Greek Orthodox Church

Renter: \_\_\_\_\_

BY (Name): Gerry Dendrinios

BY (Name): Rony Mathew

Title: Facility Manager

Title: \_\_\_\_\_

Signature: 

Signature: \_\_\_\_\_

Dated: 08-15-2019

Dated: \_\_\_\_\_

The undersigned, being an officer or authorized member of the foregoing Renter, corporation or association, hereby personally guarantees the performance of all the terms, covenants, and conditions of this agreement.

Signature: \_\_\_\_\_

Name & Title: \_\_\_\_\_

**Security Deposit Information:**

Check # \_\_\_\_\_

Credit Card Type \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CC Code \_\_\_\_\_

Name of Cardholder \_\_\_\_\_

\_\_\_\_\_  
Card Holder Signature Please Print Name

Amount: