



Rental Agreement
Derek L. Brown Gymnasium
 1582 Hill St. Radcliff, KY 40160
 Office: (270) 351-6808 | Email: office@newhopembc.net
 Pay at this website: <https://newhopeflm1582.org/donation/>

Sign and send completed form to office@newhopembc.net

Section to be Completed by Lessee

Organization Name:		Contact Person:
Cell Phone:	Work Phone:	Email:
Event Name:		Mailing Address (Lessee):

Date:	Time:	Date:	Time:	Date:	Time:
Date:	Time:	Date:	Time:	Date:	Time:

Cost per Athletic Events: \$30 per hour **Number of Hours:** **Total Cost:** *(add the total amount in the box)*

Security deposit due at the beginning of season for league play: \$100

Security deposit due at signing of agreement for individual use: \$100

Signatures for Event

<u>Church Office Staff</u>		<u>Lessee/Authorized Rep.</u>	
Name:		Name:	
Signature:	Date:	Signature:	Date:

Section to be Completed by DLB Gym Rep/FLM Staff Only

NHMCB Member (Person Use Only): Yes No **Non-Member:** Yes No **Request Package #:** **Setup:** Yes No

PACKAGE #1	PACKAGE #2	PACKAGE #3
10 Tables	20 Tables	40 Tables
75 Chairs	150 Chairs	300 Chairs
<i>Event Duration: 3 Hours</i>	<i>Event Duration: 3 Hours</i>	<i>Event Duration: 3 Hours</i>
\$150	\$200	\$300
\$100 Refundable Deposit	\$150 Refundable Deposit	\$200 Refundable Deposit
\$20 each add'l hour	\$50 each add'l hour	\$75 each add'l hour

ADDITIONAL RENTAL ITEMS:

	Friday Setup (6-9pm only)	\$90
	Kitchen	\$50
	Stage	\$50
	Sound System	\$75
	Partition/Drapes Setup	\$50

******Kitchen NOT available for Athletic Events. NHMCB Youth Ministries will operate the concession stand******

****No alcohol, drugs or smoking allowed in gym or on church property****

Applies To All Packages And Athletic Events

1. **APPLIES TO PACKAGES ONLY:** There is a 1-hour set-up time and 1-hour clean;-up time provided at no charge for each event
2. Lessee is responsible for setup and tear down of tables and chairs
3. Lessee is responsible for ANY damage to the DLB Gym that occurs during Lessee’s event.
4. Lessee is to monitor the Men’s and Women’s restrooms to ensure no damage is caused during Lessee’s event
5. Lessee to provide proof of insurance upon request.
6. Security Deposit returned only if gym is cleaned and no damage has occurred (see attached checklist).
7. CANCELLATIONS MUST be made 48 hours prior to event to receive Security deposit refund.
8. Sporting events require a 24-hour cancellation notice in order to reschedule.

Cash, money order or certified bank checks ONLY, payable to New Hope Family Life Ministries. NO PERSONAL CHECKS

*****Balance due must be submitted to NHMBC office 24 hours prior to event*****

- Package
- Deposit
- Add'l Hours
- Sound System
- Stage
- Kitchen
- Partition/Drapes
- Friday Setup

Total Due
Payment/Athletic Event
Less Deposit

Balance Due***

I acknowledge that I have complete authority to sign this document on behalf of the Lessee. I agree to be bound by the terms of this rental agreement and to abide by the rules and regulations (see disclaimer below) set forth by Derek L. Brown gymnasium/New Hope Family Life Ministries.

Derek L. Browns Gym Rep/FLM Staff

Lessee/Authorized Rep:

Name:

Name:

Signature:

Date:

Signature:

Date:

DISCLAIMER: I knowingly and freely assume all risks both known and unknown and assume full responsibility for my participation and use of the Derek L. Brown Gym. I, for myself and on behalf of my heirs, assigns, personal representatives, hereby release, indemnify and hold harmless New Hope Family Life Ministries and its Representatives (to include Board members and/or New Hope Missionary Baptist Church, Radcliff, KY), from any and all claims, demands, losses and liability arising out of related to any injury, disability or death I may suffer, or loss or damage to my person or personal property, whether arising from the negligence of the releasees or otherwise while using the aforementioned facility to the fullest extent permitted by law.

Note: all authorized representatives and their guests are required to adhere to the City of Radcliff Nuisance Ordinance, Article, Paragraph 13-10 "Noise Pollution" section while under contract with the Derek L. Brown Gym. "No unreasonably loud, harsh or excessive noise."