

**RENTAL AGREEMENT
FOR PROPERTY AND FACILITIES BELONGING TO
ST. MICHAEL'S CATHOLIC CHURCH/OUR LADY OF GUADALUPE, CUERO, TX**

RENTAL PROPERTY: _____

EVENT DATE: _____ LESSEE: _____

PHONE: _____ ADDRESS: _____

EVENT: _____ PARISHONER: YES/ NO

THIS RENTAL AGREEMENT IS MADE AND ENTERED INTO by and between St. Michael's Catholic Church (STM) or Our Lady of Guadalupe Catholic Church (OLG), acting by and through its Pastor, Rev. Jasper Liggio and

_____ on this the _____ day of _____, 20____.
(Lessee name)

STM/OLG (hereinafter referred to as Lessor) does hereby let, lease, and grant to _____ (hereinafter referred to as Lessee) the privilege to use and occupy the STM/OLG facilities

(Name of facility being rented)

to the extent specified on the _____ day of _____, 20____
for the purpose of _____.

Event Time: from _____ to _____

- **For Saturday events only**, the hall may be made available starting 3:00pm on Friday evening for the sole purpose of setup and decorations.
- **All events are to be over by 11pm**, and building is to be cleaned and vacated by midnight. No exceptions.

Comments:

- Due to COVID – 19 all local health restrictions and social distancing guidelines must be followed. Masks are to be worn during the event, except when eating. Approval from the City of Cuero must be obtained by Lessee, if applicable to event and when food is being served.
- **Due to COVID capacity for STM hall is 100 and for OLG hall 60.** Seating is to be adequately spaced.
- Liability insurance is required for all rentals. The fee is \$95 (exceptions apply) and shall be due and payable to the Lessor one month prior to the reservation *or the reservation will be cancelled.*
- The rented premises shall only be used by the Lessee for receptions, reunions, meals, parties, meetings or like activities. Unless approved by the Lessor, facilities may not be used for wedding receptions or bridal showers for Catholics who do not marry according to Catholic Church law. No weddings or other religious services may be conducted without the Lessor's permission. Lessee shall not use the rented premises for any illegal or unlawful activity. Lessee shall not knowingly condone any illegal or unlawful activity of guests or invitees but shall make every reasonable effort to discourage and avoid the same.

- **Facility Use Application And Indemnity Agreement** must be signed and the facility must be used in accordance with it being part of a sacred space.
- One security officer is required if alcohol is served. The Lessee will acquire security from either Dewitt County Sheriff's Department or Cuero Police Department at their own expense. Explicit permission from the Pastor of OLG/STM must be granted for alcohol to be served.
- Lessee agrees to defend, indemnify, and hold harmless St. Michael's Catholic Church, Our Lady of Guadalupe Catholic Church, and the Catholic Diocese of Victoria in Texas, their clergy, agents, employees and volunteers from and against all liabilities, claims, suits, demands, costs, attorney's fees and interest accruing for injuries to any person and/or damages to property growing out of the rental and/or use of said property, whether such injuries or damages are caused by negligence of the Lessee or Lessor. This includes, but it is not limited to, any liability that may arise out of the serving or consumption of alcoholic beverages.
- Restrictions/Regulations
 - All tables shall be covered when serving food and drink. No type of tacks may be used on tables.
 - There is to be nothing tacked on walls and hung from the ceiling.
 - Stove is provided for warming food only. **NO COOKING!**
 - Do not cut on the Formica counter tops. Any cutting damage will be repaired at the expense of the Lessee.
 - The Lessor does not provide for setting up or taking down tables and chairs. The Lessee must return tables and chairs to their original location after the event.
 - No rice or birdseed shall be permitted on the floors of the buildings or outside.
 - Nothing shall be taped or pinned to the walls, sheetrock, or wooden areas.
 - No driving on sidewalks.
 - No excessively loud music.
 - No rowdy behavior shall be permitted in the parking lot area.
 - Beer kegs must be kept outside unless they are in refrigerated coolers. Spills must be promptly mopped up. **Guest BYOB events are NOT allowed.**
 - No decorative confetti shall be put on tables, nor is any confetti to be thrown outside.
 - No political rallies or fundraisers will be allowed. Illegal gambling with cards or dice is not allowed.
 - The use of all tobacco products is prohibited inside buildings.
 - Facilities must be left in a clean and presentable condition; tables must be wiped, floors swept and trash disposed of in the dumpsters.
 - A/C, heating, and lights shall be turned off and doors must be secured at the end of the activity. Fee will be assessed if A/C unit is left on.
 - The Lessee cannot barricade any street. Lessee agrees to pick up the keys one day prior to use of the facility. Lessee will incur an extra cost of \$35 per day for any additional day keys are withheld.
 - Audio and video equipment may be used, no settings may be modified, and equipment is to be properly turned off at end of event. Please seek assistance prior to day of event to learn proper procedure.
- In the event a proper representative of the Lessor observes Lessee in violation of any of the above

and foregoing restrictions, and if after fair and reasonable warning to correct such violation the Lessee fails or refuses to do so, Lessor reserves the right to forthwith terminate this agreement and demand immediate vacation of the premises by Lessee and its guests. The damage bond will be forfeited.

- **Facilities must be left in a clean and presentable condition; Kitchen must be cleaned, tables & chairs must be wiped, floors swept, trash disposed of in the outside dumpster.**
- **Fees, at the discretion of the Lessor, if violations against the above restrictions/regulations are found**, i.e. lights left on, AV equipment not properly turned off.
- The Lessor reserves the right to assess a fee if the facilities are not left in good condition. In the event of damage to the facilities during the Lessee's function, Lessee shall be liable for payment of reasonable cost of repair thereof.
- The Lessor, St. Michael's Catholic Church, Our Lady of Guadalupe Catholic Church, and their assigns will not be responsible for any injuries, accidents or loss of lessee, their possessions or their guests while on church property or premises.
- **ST. MICHAEL'S CATHOLIC CHURCH, OUR LADY OF GUADALUPE CATHOLIC CHURCH, AND THEIR ASSIGNS HAS NO BAR LICENSE. PERSONS RENTING THE HALL OR ANNEX AGREE TO HOLD STM, OLG, AND THEIR ASSIGNS HARMLESS FROM ANY CLAIM THAT MAY ARISE FROM SERVING ALCOHOLIC BEVERAGES AT THE HALL OR ANNEX. LESSEE IS SOLELY RESPONSIBLE. LESSEE IS ALSO RESPONSIBLE FOR SECURITY.**

EXECUTED this the _____ day of _____, 20_____.

Lessee Printed Name

Lessee address

Lessee phone number(s)

Lessee email

Other names & contact numbers

Lessee signature

RENTAL RATES

<i>FACILITY</i>	<i>PARISHIONERS</i>	<i>NON-PARISHIONERS</i>
OLG & STM RECEPTION HALL	\$300	\$500
STM Annex	\$100	\$200
LIABILITY INSURANCE REQUIRED FOR ALL RENTALS	\$95	\$95

TO RECEIVE THE PARISHIONER RATES, THE EVENT MUST BE FOR A CONTRIBUTING REGISTERED MEMBER OF THE PARISH OR THEIR CHILDREN; REGARDLESS OF WHO IS MAKING THE RESERVATION. A CONTRIBUTING REGISTERED MEMBER IS ONE THAT IS LISTED IN OUR PARISH REGISTRY AND HAS CONTRIBUTED AT LEAST \$250 OVER THE PAST 12 MONTHS PRECEDING THE EVENT.

NO FACILITY IS CONSIDERED RESERVED UNTIL CONTRACT IS SIGNED BY LESSEE AND DEPOSIT IS PAID.

Base rental rate: \$ _____

Refundable Deposit: \$ 100.00

Liability Insurance \$ 95.00 see coverage agreement for additional charges

TOTAL \$ _____

Balance due before key is given and access granted.