

## Facility Use Agreement For Parishioners

The Facility Use Agreement is entered into on \_\_\_\_\_, 20\_\_\_\_  
by \_\_\_\_\_ (Church) and \_\_\_\_\_ (Licensee),  
with respect to Licensee's proposed use of space at the Church on \_\_\_\_\_,  
20\_\_\_\_. Church and Licensee agree to the following rules, regulations and provisions:

1. The Church's Building Manager or the Church's designee shall approve scheduling of all building facilities.
2. All events must terminate by 1:00A.M. Events with music must arrange for music to stop at 12:00 Midnight. **If an event will have minors present who are not accompanied by a parent or guardian, Licensee will be fully responsible for city curfew compliance.**
3. Absolutely NO decoration or signs are to be attached or affixed in any way to any walls, windows, doors, or chandeliers.
4. All decorations, flowers, liquor, or food items must be removed at the conclusion of the event.
5. There is to be NO SMOKING inside the building, the courtyards or in any garden areas.
6. It is Licensee's responsibility to comply with all applicable laws, ordinances and regulations in the use of the facility. Licensee is responsible for the conduct of all individuals attending Licensee's event, including, but not limited to, all caterers. Therefore, it is also Licensee's responsibility that Licensee's guests and the caterer for the event also comply with all applicable laws, ordinances and regulations.
7. **Any abuse of, damage to, or loss of Church property, whether real or personal, shall be the responsibility of Licensee. Licensee agrees to reimburse the Church, upon demand, such sum as will be necessary to restore the damaged property to its original condition.**
8. **Licensee assumes full responsibility for the character, acts and conduct of all persons attending Licensee's event. Licensee hereby holds harmless and indemnifies the Church, the Pastor of the Church, the Catholic Diocese of Shreveport, and their respected officers, employees, members and agents, against any and all losses, claims, liability or damages (including attorneys' fees) arising or allegedly arising out of injury to persons or property and relating to**

**Licensee's use of the facility, including but not limited to those which may be asserted by third parties.**

9. **Licensee shall carry or obtain comprehensive general liability insurance in the amount of not less than \$1,000,000 and shall include the Church, the Pastor of the Church, the Catholic Diocese of Shreveport and Bishop of Shreveport as additional insureds thereunder.**
10. Licensee will not charge for (whether by admission fee or otherwise) alcoholic beverages served at Licensee's event and will otherwise comply with all laws regarding the use and consumption of liquor.
11. Church shall assume no liability for the loss, damage or return of any items of personal property brought onto the premises by Licensee, or any of its guests. Licensee shall assume all liability and risk of loss for any loss or damage to items of personal property brought onto premises by any member of said Licensee, or any of its guests. The Church shall assume no liability for the loss or damage of vehicles parked in the Church parking lot by Licensee, or any of its guests.
12. Any change or modification to this contract will not be effective unless made in writing and signed by both parties to this contract.

I/We have read and agree to the above regulations.

**CHURCH:**

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Signed

Date

**LICENSEE:**

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Signed

Date