



# Trinity Deliverance Christian Church Inc

6920 N Pearl St, Jacksonville, FL 32208

904-642-0008

Event space rental agreement/ Contract.

Contract Initiation Date: \_\_\_\_\_

### Renter Information-Please Print

Event date: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_

Event name: \_\_\_\_\_ Number of guests: \_\_\_\_\_

Renter's Name (herein "You" or "Your"): \_\_\_\_\_

Renter Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Company (if appl.): \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Additional Contact Person (s) & Phone Number \_\_\_\_\_

The Trinity Deliverance Event Center (herein "Trinity Deliverance")

NOTE: Rental time is based on three (3) hour minimum. Additional rental time, if needed or requested, is subject to additional fees. It is understood that your event may be shorter than 3 hours, however 3 hours is the minimal rental agreement.

### DEPOSIT/RENTAL FEES

A signed contract and nonrefundable date-hold fee in the amount of fifty (\$50) dollars, must be received to reserve your date(s) and time(s). A \$200 dollar security deposit for your space rental is due thirty (30) days prior to your event. The security deposit will be refunded after the event subsequent to inspection within 15 days. The security deposit is not applied to the rental cost. The rental cost must be paid in full 15 days prior to your event.

Any additional costs that arise must be paid prior to your event. There are no terms which are implied or granted, and no work will be allowed to commence until full payment is received.

Building: \$400 (3-hour minimum) Additional: \$100 per hour: Hours requested: \_\_\_\_\_

Total hours: \_\_\_\_\_ Total Cost: \_\_\_\_\_ Nonrefundable Hold deposit: \$\_\_\_\_\_

No refunds of the hold fee or security deposit will be made if the booking is cancelled within (30) days of the event.

Any cost incurred by Trinity Deliverance necessary to produce your event, will be your responsibility to pay or reimburse.

Under no circumstance will the hold date fee be applied to any rental cost or be refunded.

Payments should be made to Trinity Deliverance in cash, cash app, and major credit cards. **CASH APP: \$Trinitydcc**



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## CONDITIONS AND RESPONSIBILITIES OF RENTER

Please read the material below to make sure all parties understand the requirements of providing for everyone's safety and keeping Trinity Deliverance Event Center a well maintained and safe location for future use.

### INSURANCE

Please elect/check one of the following options:

\_\_\_\_\_ You provide a copy of your Special Event Liability Insurance (due no later than fifteen (15) days prior to your event). See "Insurance" section below for requirements of Special Event Liability Insurance.

\_\_\_\_\_ You execute Hold Harmless Form in favor of Trinity Deliverance (See Attachment A).

### LIABILITY

Renter agrees to indemnify, defend, and hold Trinity Deliverance its registered agent, president, building owners, officers, employees, and agents harmless of and from any liabilities, costs, penalties, or expenses arising out of and/or resulting from the rental and use of the premises.

In the event Trinity Deliverance, its registered agent, president, building owners, officers, employees and/or agents, are required to file any action in court in order to enforce any provisions of this agreement, renter agrees to pay Trinity Deliverance, its officers, building owners, employees and/or agents, all reasonable attorney fees, court fees, and costs of suit incurred by Trinity Deliverance, including all collection expenses and interest due.

### CATERING STANDARDS/Kitchen

Kitchen Policy: Trinity Deliverance kitchen is food service only and is to be used for final food presentation and plating only. **No cooking is allowed.** Trinity Deliverance does not provide dishes, glassware, pots, pans, knives or utensils. The kitchen production space will be provided in a clean condition and the space should be returned to a clean condition immediately following your event. A final walkthrough with a member of our event staff is mandatory at the close of your event.

Caterers must remove all trash from the site. All trash, including sorted recyclables, must be collected, properly bagged and removed by the caterer.

Failure to remove or clean will result in additional fees will be charged to the Renters of the facility. Trinity Deliverance encourage those renting space to consider green, sustainable, fair trade, ecologically sound cleaning and zero waste solutions.

Kitchen is complete with: Microwave and Refrigerator.

### CAPACITY

Trinity Deliverance Event Center is approximately 2800 square feet facility with a max seating capacity of approximately 100 with 60 inch round tables.



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## **SITE DECORATION**

Trinity Deliverance wants to make every event here a special and welcome experience. Therefore, every effort will be made to allow renter to prepare decorations reflecting their creative requirements. We ask that only the staff of Trinity Deliverance rearrange and move any furnishings., **screws No nails, staples or penetrating items are to be used on walls.** Only low tack tape is allowed on floors and wall. Any damage will be charged to the renter.

## **LIVE MUSIC/DJs/NOISE**

Trinity Deliverance does not allow vulgar or profanity music! Please be aware that the premises are located near residential units and therefore neighborhood noise regulations do apply. In the event that renter's event creates a disturbance due to high noise volume, Trinity Deliverance onsite manager has full authority to ask the renter, DJ or live music presenter to turn the entertainment down and/or off. If repeated disturbances are created, at Trinity Deliverance discretion, renter may be expelled from the premises. In the event of disturbances to the point of expulsion, no portion of the event costs will be refunded to renter.

## **Set-up/Clean-up**

All Set-up and clean-up must take place within the designated timeframe according to this contract. Trinity Deliverance is not responsible for checking in or handling any items brought into the venue by rental companies. All external items must be checked in and signed for by the renter or renter's representative. All excess material (such as bubble wrap, boxes, hangers, plastic, etc.) created by deliveries must be removed and disposed of by renter or renter's representative.

Note: It is not the responsibility of Trinity Deliverance to ensure that pick-ups are scheduled and executed.

## **CLEANING, TRASH AND EQUIPMENT REMOVAL**

Trinity Deliverance will be in a clean condition prior to your event. We ask that all tables be cleared before you depart the space. All trash must be collected, properly bagged and removed. The facility must be returned to its cleaned condition upon completion of your event.

All rental equipment from outside vendors must be removed immediately following your event.

## **Alcohol and Smoking**

Renter agrees to comply with all applicable city, county, State, and Federal laws and shall conduct no illegal act on the premises. This is an **alcohol free, drug free and non-smoking facility at all times, NO EXCEPTIONS.** Renter shall not sell alcohol on premises at any time. Renter may not serve alcohol on the premises at any time.

Trinity Deliverance reserves the right, in its exclusive discretion, to expel anyone who in its judgment is intoxicated or under the influence of alcohol or drugs, or who shall in any manner do or participate in any act jeopardizing the rights, use permit, or insurability of Trinity Deliverance or the safety of its staff, guests, or building contents.



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## ENTRY AND EXIT

Renter agrees that Trinity Deliverance staff may enter and exit premises during the event. A representative of Trinity Deliverance will be on site during your event and will be checking periodically with the responsible parties to insure everything is running smoothly. We will also be checking the bathroom, the overall premises, replenishing hand towels and toilet paper, and will be available for questions or to respond to needs or issues that may arise at any time.

## LOST AND FOUND

Trinity Deliverance take no responsibility for personal effects and possessions left on premises during or after any event.

## CONDUCT

There is absolutely NO DRUG use or SMOKING of any kind tolerated on premises or within 75 feet of the building including loitering or congregating outside at any time during the event. Disparaging remarks or any type of physical violence will not be tolerated and will be cause for immediate expulsion. Renter and guests shall use the premises in a considerate manner at all times. Conduct deemed disorderly at the sole discretion of Trinity Deliverance staff shall be grounds for immediate expulsion from the premises and conclusion of the rental period. In such cases NO refund of the event costs shall be made.

## SECURITY

Event security is at the cost and discretion of the renters.

## NOTICES

Any notice, demand, or request with respect to this Agreement shall be in writing and shall be effective only if it is delivered by personal service, by air courier with receipt of delivery, or certified mail, return receipt requested, postage prepaid, to the address set forth above. Such communications shall be effective when they are received by the addressee.

## Entire Agreement.

This Agreement, including the Attachments constitutes the entire understanding and agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements or understandings, inducements or conditions, express or implied, written or oral, between the parties.

Acknowledged, agreed and authorized by Primary Contact/Renter/Guarantor:

\_\_\_\_\_ Date: \_\_\_\_\_

Acknowledged and agreed by Trinity Deliverance Event Center:

\_\_\_\_\_ Date: \_\_\_\_\_



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(ATTACHMENT A)

## WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

In consideration for being allowed to use the Facility, the undersigned:

Assumes all risks whether or not known or reasonably foreseeable, which may be associated with the permitted use. Shall hold harmless forever, indemnify and defend Trinity Deliverance event Center, its employees, representatives and agents against any claim, action, loss, damage, injury liability, cost and expense of whatsoever kind or nature (including but not by way of limitation, attorney's fees and court costs) arising out of injury (whether mental or corporeal) to persons, including death, or damage to property, arising out of or incidental to the use of Trinity Deliverance Event Center.

The renter(s) requesting permit for use of Trinity Deliverance Event Center grounds/facilities is hereby notified that the renter is exposed to liabilities as the sponsor of planned activities being permitted. The renter(s) may wish to contact an insurance representative of its choosing to discuss the planned activities, associated liabilities and availability of liability insurance for same.

It is my express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of my family, spouse and guest, if Trinity Deliverance Event Center alive, and my heirs, assigns and personal representative, if Trinity Deliverance deceased, and shall be deemed as a release, waiver, discharge and covenant not to sue the above-named releasees. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Florida.

Trinity Deliverance reserves the right to cancel the facility rental without notice due to unplanned emergencies or unforeseen events. Refunds may take 3 business days to process.

In signing this release, I acknowledge and represent that I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; Trinity Deliverance at least eighteen (18) years of age and fully competent; and I execute this release for full, adequate and complete consideration fully intending to be bound by same.

Renter's Print: \_\_\_\_\_ Date: \_\_\_\_\_

Renter's Sign: \_\_\_\_\_

Trinity Deliverance Representative Sign: \_\_\_\_\_