

Facility Use Agreement for Parishioner

The Facility Use Agreement is entered into on _____, 20____ by **Queen of Peace Parish** and _____(Licensee) with respect to Licensee's proposed use of Parish facilities on _____, 20____ for _____(event).

By policy, no commercial activity is permitted.

Parish and Licensee agree to the following rules, regulations, and provisions:

1. The Parish Office must approve scheduling of all buildings facilities.
2. All events must terminate by 1:00AM. Events with music must arrange for music to stop at or before 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. Licensee is responsible for space clean-up and removal of all trash, unless other arrangements have been agreed upon with the Parish Office.
6. There is to be NO SMOKING inside the building, the courtyards or in any garden areas.
7. Any borrowed Parish property must be returned to its rightful place, unless arrangements have been agreed upon by the Parish Office.
8. 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, 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.
9. Any abuse of, damage to, or loss of Parish property, whether real or personal, shall be the responsibility of the Licensee. Licensee agrees to reimburse the Parish, upon demand, such sum as will be necessary to restore the damaged property to its original condition.
10. Licensee assumes full responsibility for the character, acts and conduct of all persons attending Licensee's event. Licensee hereby holds harmless and indemnifies the Parish, the Archbishop of Cincinnati, the Catholic Archdiocese of Cincinnati, against any and all losses, claims, liability or damages (including attorney's 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.

11. Licensee shall carry or obtain comprehensive general liability insurance in the amount of not less than \$1,000,000 and shall include the Parish, the Archbishop of Cincinnati, and the Catholic Archdiocese of Cincinnati as additional insureds thereunder.
12. 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.
13. Parish 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 guest. 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 guest. The Parish shall assume no liability for the loss or damage of vehicles parked on Parish grounds by Licensee, or any of its guests.
14. 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.

Parish: _____
 Printed Name

 Signature Date

Licensee: _____
 Printed Name

 Signature Date

Building Name	Access Code/Key Number
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