

BROOKFIELD CONGREGATIONAL CHURCH

8 Common Street
Brookfield, MA 01506
508 867-6262

BUILDING AND PROPERTY USE FORM INDEMNIFICATION AGREEMENT

Please check with the church office for availability of date(s) requested

Complete Building and Property Use Form in full, sign and return. A copy will be provided for your records.

Date_____

Name of Group or Individual Requesting Use:_____

Address:_____

Contact Person:_____Telephone Number_____

Function:_____

Requested date of use: _____Time: _____One time use: Yes____No____

Continual use dates: _____

Is this a community event: Yes____No____

Number in attendance:_____

USE OF KITCHEN: Yes____No____

If kitchen use is required please note:

- All items must be returned to their rightful place-
- Please let the church office know if anything has been accidentally damaged or broken-
- You are responsible to collect and place all garbage in the trash barrel-
- If barrel is full, remove bag, tie off and leave next to barrel-
- If you use any food or beverages belonging to the church, please replace them within the same week of use-
- You are responsible to provide a Safe Service Manager if preparing food items in the Church kitchen for sale purposes -

PROPERTY BORROWED

Number of Tables:_____Date borrowed_____Date returned_____

Number of Chairs:_____Date borrowed_____Date returned_____

Other Items:_____Date borrowed_____Date returned_____

- **Doors will be unlocked and locked by church Staff -**
- **No alcoholic beverages are allowed on the premises -**
- **Smoking is only allowed outside the Church building. Cigarettes are to be disposed of properly and not left on the ground -**
- **The Nursery and Pre-school room are not available for use at any time -**
- **Please be sure that all lights, stove and coffee pot burners are turned off, floors are broom swept and doors are closed when leaving –**
- **Members: A Free Will Donation will be accepted –**
- **Non-Members: See attached Fee Schedule -**

I have read and accept the terms for building use or property borrowed from the Brookfield Congregational Church.

Signature

Date

Approved

Date

USE AND INDEMNIFICATION AGREEMENT

In consideration of the Licensors **Brookfield Congregational Church** entering this Facility Agreement with the Licensee _____, and as a condition of said agreement, the Licensee hereby agrees to indemnify and hold harmless the Licensors, its Affiliates, and suits, or judgments that may come about as a result of the use of the above-described facility by the Licensee. This indemnification shall include, but not be limited to, any settlements, judgments or awards by a court of competent jurisdiction, or a board of arbitration. Said indemnification should also include costs for unnecessary legal representation and out-of-pocket expenses incurred by the Licensors in connection with any action or defense necessary to protect itself under the terms of this agreement.

In addition to the above, the Licensee represents and warrants that it has a policy of general liability insurance in force and effect on the dates of the use of the licensed premises, issued by a liability insurance company licensed to do business in the state of Massachusetts and said insurance company will, without any costs or expense to the Licensors, issue a certificate to the Licensors. Said certificate of insurance shall list the Licensors as an additional insured, and shall be delivered to the Licensors at least one week prior to the use of the premises by the Licensee. In addition, said insurance company will agree to give notification to the Licensors of any revocation and/or cancellation at least seventy-two (72) hours before said revocation becomes effective.

The Licensee further represents and warrants that it has a policy of workers' compensation insurance in force and effect on the dates of the use of the licensed premises, issued by an insurance company licensed to do business in the state of _____, and said insurance company will, without any costs or expense to the Licensors, issue a certificate to the Licensors. Said certificate of insurance shall include a waiver of subrogation in favor of the Licensors, and shall be delivered to the Licensors at least one week prior to the use of the premises by the Licensee. In addition, said insurance company will agree to give notification to the Licensors of any revocation and/or cancellation at least seventy-two (72) hours before said revocation becomes effective.

The licensee further represents and warrants that it has a policy of automobile liability insurance, including owned, non-owned, and hired autos in force and effect on the dates of the use of the licensed premises, issued by an insurance company licensed to do business in the state of _____, and said insurance company will, without any costs or expense to the Licensors, issue a certificate of insurance to the Licensors at least one week prior to the use of the premises. In addition, said insurance company will agree to give notifications to the Licensors of any revocation and/or cancellation at least seventy-two (72) hours before said revocation becomes effective.

It is further agreed that Licensors has the Absolute Right of Cancellation without liability if the facility is unavailable.

Name of Group: _____

Authorized By (print name), Title: _____

Signature Date: _____

Name of Organization: _____

Accepted By (print name), Title: _____

Signature Date: _____

BROOKFIELD CONGREGATIONAL CHURCH
Office: 8 Common Street, P. O. Box 457, Brookfield, MA 01506
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**USE OF FELLOWSHIP HALL & PROPERTY
NON-MEMBER
FEE SCHEDULE**

FELLOWSHIP HALL	\$50.00
KITCHEN	\$50.00
TABLES AND/OR CHAIRS	\$50.00