



Facility Rental Application

Rental Group Name: _____

Contact Person: _____

Email: _____

Address _____

Box No. _____ Street _____

Town/City _____ Postal Code _____

Home Phone _____ Work/Cell Phone _____

Please describe the nature and mandate of your organization (if applicable):

Please describe the event for which you are applying to use the facility:

Anticipated attendance: _____

Date(s) of rental (including set/rehearsal dates)

Date: _____ Time from: _____ to _____

Date: _____ Time from: _____ to _____

Facility Rental – check all areas required

____ Sanctuary _____ Time from _____ to _____

____ Lower Level _____ to _____

____ Kitchen _____ to _____

____ Classrooms _____ to _____

Equipment Rental

____ TV/DVD _____ Time from _____ to _____

____ Sound System _____ to _____

____ VPU Projector _____ to _____ Operator Required? Yes/No

Catering Service Information

Name of Catering Service or Person providing catering: _____

Phone No. _____ Fax/Email _____

Priority

Application for the use of the LSCF facility will receive priority as follows:

1. LSCF Ministries (no application required)
2. Members/Adherents
3. Other Mennonite Brethren churches
4. Community organizations
5. Individuals not associated with the Mennonite Brethren denomination

Rental Fees

Rental Fees are applicable to all applicants (except LSCF ministries) as follows:

- Hourly rate of \$35.00 (sanctuary or basement)
- Lower level \$100.00 for first three hours, plus \$25.00 for each additional hour
- Lower level and Kitchen for \$150.00 for first three hours, plus \$25.00 for each additional hour
- Sanctuary \$100.00 for first three hours, plus \$25.00 for each additional hour
- Ceremony \$200.00 (includes rehearsal and sound operator)
- Ceremony and Reception and Rehearsal \$400.00 (includes sound operator)

General

All rental agreements are made subject to availability. Bookings are made final only the applicant has paid when the Church Administrator has accepted the Facility Rental Application and the deposit.

The Applicant hereby applies to rent the facility described above from LSCF on the Terms and Conditions set out above. The Applicant agrees to conduct it's event in a manner not inconsistent with the provisions of the Confessions of Faith attached as Schedule A, and the Code of Conduct attached as Schedule B.

Signatures

If Applicant is a Corporation:

- Name of Corporation: _____
- Signature of representative: _____
 - Print name: _____
- Title/Office: _____

I have authority to bind the corporation: (check) ___ Date: _____

If Applicant is an unincorporated organization:

- Name/Identity of Organization: _____
- Signature of representative: _____
 - Print name: _____
- Title/Office: _____

We have the authority to bind the organization: (check) ___ Date: _____

If Applicant is an individual or unorganized group:

- Signature of applicant: _____
- Signature of Witness: _____
- Date: _____

This Application is accepted by LSCF this _____ day of _____, 201____, for the event as described, for the date of _____.

Signature: _____ Print: _____

Position: _____

I have the authority to bind the church.

For Office Use Only:

Date application received: _____

Estimated Rental Costs:

Facility \$ _____

Equipment \$ _____

Less \$100.00 deposit \$ _____

Balance owing \$ _____

Terms and Conditions

The Applicant hereby agrees:

1. to all terms and conditions of this Facility Rental Agreement
2. to comply with the guidelines for use of church property as attached at Schedule B
3. to be responsible for all members of the rental group and all invitees and guest who enter into or upon LSCF property and ensure their conduct while in or on the property is in compliance with the terms and conditions of this agreement;
4. to indemnify and save LSCF and Mennonite Brethren Church of Manitoba (MBCM) their members, adherents, directors and trustees harmless as set forth above;
5. to provide LSCF with satisfactory evidence of third party liability insurance coverage, in an amount not less than two millions dollars, with LSCF and the named as additionally insured, prior to the date of rental.
6. to indemnify and hold LSCF, MBCM, their members, adherents, directors and trustees harmless from all claims, costs, damages and/or liability whatsoever arising from the actions or omissions of the renter or those for whom the renter is responsible. The church is not responsible for theft or damage cause to personal property on the premises;
7. to leave the facilities in the same (or better) condition as they found it;
8. to clean up after the event and ensure that all matters listed in the cleaning checklist have been attended to on the date of the rental;
9. that if permission has been granted to move church furnishings, to replace such furniture to its original position;
10. if decorations have been approved, to set up and remove all decorations;
11. not to use confetti or birdseed inside or outside the building;
12. to pay a deposit of \$100 with the application and to pay the balance of the rental fee ten days in advance of the date of rental;
13. to provide three days notice of cancellation. Cancellations made without sufficient notice will be subject to a \$50 cancellation fee to be deducted from the deposit;
14. not to exceed the maximum capacity permitted of 300 people in the entire building, or 200 people for either the upstairs or the downstairs exclusively;
15. to vacate and lock the premises at or before 10:00PM Sunday through Friday, and by 8:00 PM on Saturdays on the date of rental. There will be an extra charge of \$25.00 per hour for any approved extension; and
16. to take good care of all property, immediately report any damage to the LSCF staff in attendance, and reimburse the said church for any expense incurred by is as a result of any damage caused by the Renter, or anyone entering upon property as an invitee or guest of the Renter.

Church Policy

The Applicant acknowledges that LSCF is a member congregation of the Mennonite Brethren Church of Manitoba (MBCM), and is governed by its Confession of Faith and Code of Conduct. Acknowledgement of the provisions of those documents is a precondition to approval and use by the Applicant agrees that interpretation of any of the LSCF facilities, and the Applicant agrees to conduct its event in a manner consistent therewith.

The Applicant further acknowledges and agrees that interpretation of any provision of this Facility Rental Agreement as it relates to conduct on church property is the sole prerogative of the LSCF, as represented by its Board. The church reserves the right to take any action it deems necessary, in its sole discretion, to ensure that its guidelines for use and conduct are adhered to, including dismissing and/or removing individuals and/or groups from church property, with or without reimbursement of rent.

Schedule A – Confession of Faith of La Salle Community Fellowship: The Mennonite Brethren Church of Manitoba, and the Canadian Conference of Mennonite Brethren Churches

1. God

We believe in the one true God, the source of all life, who reigns over all things as Father, Son and Holy Spirit, and who lovingly cares for all creation. God the Father planned the redemption of humanity and sent Jesus Christ the Son to be the Savior of the world. Jesus proclaimed the reign of God, bringing good news to the poor and triumphing over sin through His obedient life, death, and resurrection. God the Holy Spirit empowers believers with new life, indwells them, and unites them in one body.

2. Revelation of God

We believe God has made Himself known to all people. Beginning with creation and culminating in Jesus Christ, God has revealed Himself in the Old and New Testaments. All Scripture is inspired by God, and is the authoritative guide for faith and practice. We interpret the Scripture in the church community as guided by the Holy Spirit.

3. Creation and Humanity

We believe God created the heavens and the earth, and they were good. Humans, God's crowning act, were created in the image of God. Sin has alienated humanity from the Creator and creation, but God offers redemption and reconciliation through Jesus Christ.

4. Sin and Evil

We believe sin is individual and corporate opposition to God's good purposes and leads to physical and spiritual death.

5. Salvation

We believe God saves all people who put their faith in Jesus Christ. By His obedient life, sacrificial death and victorious resurrection, Christ delivers people from the tyranny of sin and death and redeems them for eternal life in the age to come. All creation eagerly awaits its liberation from bondage into the freedom of the glory of God's children.

6. Nature of the Church

We believe the church is the covenant community called by God through Jesus Christ to live a life of discipleship and witness as empowered by the Holy Spirit. The local church gathers regularly for worship, fellowship and accountability, and to discern, develop and exercise gifts for ministry.

7. Mission of the Church

We believe the mission of the church is to make disciples of all nations by calling people to repent, to be baptized, and to love God and neighbor by sharing the good news and doing acts of love and compassion.

8. Christian Baptism

We believe baptism by water is a public sign that a person has repented of sin, received forgiveness, died with Christ and has been raised to new life through the power of the Holy Spirit. Baptism is also a public declaration of a believer's incorporation into the body of Christ as expressed in the local church.

9. Lord's Supper

We believe that in obedience to Christ, the church observes the Lord's Supper as a remembrance of His atoning death and to celebrate forgiveness, new life, and the fellowship and unity of all believers.

10. Discipleship

We believe Jesus calls people who have experienced the new birth to follow Him in a costly life of service to God. The power of the Holy Spirit transforms believers from the unrighteous pattern of the present age into a life of joyful obedience with God's people.

11. Marriage, Singleness & Family

We believe that singleness and marriage are honored by God and should be blessed by the church. God instituted marriage as a lifelong covenant between a man and a woman for the purpose of companionship, encouragement, sexual intimacy, and procreation. Children are a gift from God and should be nurtured by parents in the ways of God.

12. Society and State

We believe that God instituted the state to promote justice and to maintain law and order. Christians' primary allegiance is to Christ's kingdom. Believers are called to witness against

injustice, exercise social responsibility, and obey all laws that do not conflict with the Word of God.

13. Love and Nonresistance

We believe that God in Christ reconciles people to Himself and to one another, making peace through the cross. As peacemakers we alleviate suffering, reduce strife, promote justice, and work to end violence and war, that others may see a demonstration of Christ's love. As in other Peace Churches many of us choose not to participate in the military, but rather in alternative forms of service.

14. The Sanctity of Human Life

We believe that God is creator and giver of life, and highly values each person. Procedures designed to take human life are wrong. We oppose all attitudes which devalue human life, especially the defenseless lives of the unborn, disabled, poor, aging and dying.

15. Stewardship

We believe the universe and everything in it belong to God the Creator and that we have been entrusted by God to manage its resources. All God's gifts, including money, time, abilities and influence, are to be received with thanksgiving, used responsibly, and shared generously.

16. The Lord's Day, Work and Rest

We believe God's act of creation provides the model for work and rest. In work, we use our abilities to glorify God and serve others. In rest, we express thanks for God's provision and trust in God's sustaining grace. In worship, we gather to commemorate the resurrection through worship, instruction, fellowship, and service.

17. Christianity and Other Faiths

We believe God's atoning work in Jesus is the only means of reconciling people with God. God has not left any without a witness to the Creator's goodness and power. Christians treat people of other faiths with respect, but urgently proclaim Christ as the only way of salvation.

18. Christ's Final Triumph

We believe that the Lord Jesus Christ will return triumphantly at the end of this age to destroy all evil powers, condemn all who have rejected Christ to eternal punishment, and unite believers with Christ to reign forever with God in glory.

Schedule B – Code of Conduct: La Salle Community Fellowship

Our church is a place that promotes and attempts to embody the values expressed in the Christian Bible, as interpreted in the Confession of Faith of the Canadian Conference of the Mennonite Brethren Church of North America (see Schedule A), of which we are a member congregation. These values include the dignity of all persons, mutual respect and shared responsibility for maintaining a safe environment for teaching and learning, corporate worship, and multiple programs that promote these values. All members and participants of the LSCF community, including staff, members of boards and committees, volunteers and all who enter the church facilities, have the right to expect that these values are operative. With this right comes the shared responsibility to uphold the values of the community.

The Church has developed guidelines for use of Church property and conduct of all groups and persons using the Church property which **prohibit the following:**

1. Participation in and promotion of any religious practices inconsistent with our Confession of Faith on Church property;
2. Participation in any sectarian or cult organizations or practices on Church property;
3. Use of Church property to promote pre-marital or extra-marital relationships or any lifestyle inconsistent with our Confession of Faith;
4. Use of Church property to promote same-sex sexual relationships, same-sex life partnerships or same-sex marriage;
5. Reading, viewing, distributing or promoting pornographic material on church property;
6. Use of Church property to promote or support abortion, abortion rights, or abortion related activities;
7. Engaging in racist behavior or conduct or supporting or promoting racist viewpoints on Church property;
8. Threatening or intimidating another person or persons on Church property;
9. Use of profane or blasphemous language on Church property;
10. The consumption or possession of alcohol or illicit drugs on Church property
11. Engaging in any criminal conduct or any other illegal activity on Church property;
12. Engaging in gambling activities on Church property;
13. Possessing weapons on Church property that pose a potential or real danger to others;
14. Smoking in the Church Building;
15. Showing disrespect for Church property, as well as the personal property of others.
16. Using confetti or similar substances on Church property.