

User Agreement and Liability Release

After reading and typing your initials below, an agreement is entered into by and between the party filling out this form and Harvest, for purposes of this agreement.

Both parties agree to the following terms:

1. CHURCH PROPERTY - Church property will not be loaned, borrowed, or removed from church premises without prior permission from Harvest Staff or Shepherds. Church property such as chairs, tables, tablecloths, etc. may be used when using the facility under the rules herein.
2. FACILITY CARE - The church area used by your group must be left clean and orderly with church furniture and property returned to its designated place, as well as proper disposal of all trash.
3. KITCHEN - Kitchen use must be specifically requested and authorized prior to your event. It must also be left clean and orderly after use. Garbage and trash must be bagged and disposed of in the dumpster location. Church supplies are not to be used except by church sponsored activities.
4. SANCTUARY – All equipment and decorations located in the sanctuary, and specifically on the stage, are to remain in place unless Harvest staff gives permission and/or supervision for the equipment to be moved. Any equipment/decorations that are moved must be put back in place at the conclusion of the group's event.
5. SANCTUARY SOUND SYSTEM - The Sanctuary sound system is available for use upon request. The system must be operated by trained congregation members or by individuals pre-approved by the Harvest staff. No other equipment may be attached to the church sound system without prior approval.
6. NO SMOKING AND NO ALCOHOL USE ALLOWED - All members of all groups using our facilities shall abide at all times by a "no smoking" rule in all parts of the buildings and campus, including corridors, restrooms, and parking lots. Alcohol consumption is not allowed on the church property, including all buildings and outdoor areas.
7. BUILDING USE - All groups agree that they will ensure that all event participants leave the building after the event.
8. RESERVATION TIME - The reserved room/space may not be used before or after the approved time slot – even if there are no other reservations before or after your reserved time. Only reserved rooms may be used the day of reservation. If a group cancels an event for any reason, it must give 24 hours notice to Harvest or forfeit activity fee.

9. SUPERVISION OF CHILDREN AND YOUTH – Harvest seeks to provide a safe environment for children and youth. All users of the facility are expected to follow the guidelines of this policy including the following:

- No fewer than two adults should be present at all times during any program or event involving children.
- Adult supervision is required at all times both inside and outside of the church property including the parking lot.
- Children and/or siblings of group members must stay with the group or under the care of additional adult supervisors.

10. FOOD AND DRINK - Food and drink should be limited to designated areas. No food or drink is allowed in the Sanctuary. Anyone using the church property is responsible for cleaning after each use -- both inside and outside. If a private catering service is used for the event, the caterer must furnish all equipment (e.g. dishes, silver, table cloths, etc.) and remove immediately after the event. Storing of catering equipment is not permitted.

11. DECORATIONS - Decorations may not be attached to ANY of the floors, walls or doors with tape or anything that will damage the surface. Please seek approval from Harvest Staff or Shepherds for adhering anything to the walls, ceilings and floors. All decorations must be removed immediately and completely following the event.

12. EMERGENCY SCHEDULING CONFLICTS – Harvest reserves the right to pre-empt any facility use agreement in cases of emergencies, such as funerals. Notice will be provided as early as possible and avoided if at all possible.

13. BREAKAGE - All persons and/or groups using Harvest facilities are expected to exercise reasonable care and judgment to prevent defacement, damage or breakage. The person(s) signing the application for use shall be responsible for paying costs incurred by the church in cleaning, repairing, or otherwise refurbishing any part of the building and/or its furnishings and equipment which has been carelessly or irresponsibly subjected to more than normal wear and tear by the person(s) or group(s) involved.

14. SECURITY – Harvest works to maintain a safe and secure environment within the facility; however, no systems are foolproof. We ask that all users pay close attention to personal property and valuables and not leave them unattended. The church is not responsible for theft or damage to personal property.

15. SAFETY – For the safety and security of all guests, Harvest prohibits certain items from being brought into the church building, unless specific permission is granted by Harvest Staff, Shepherds, or Deacons.

- ?Guns & Firearms
- ?Martial Arts & Self Defense Items
- ?Bows & Arrows
- ?Explosive & Flammable Materials, Disabling Chemicals & Other Dangerous Items

16. ATTIRE – Harvest promotes a positive, healthy environment. It is expected that during all activities that participants dress appropriately. Clothing with offensive language, designs, or pictures is not acceptable. Appropriate attire is required at all times.

17. GYM USAGE – Please abide by posted rules.

18. MUSIC - Volume must be kept to a level that does not resonate outside the building.

19. INCLEMENT WEATHER - In the case of inclement weather, availability is at the sole discretion of Harvest

20. MISCELLANEOUS

- Rental is limited to use by contracting team or individual. Space may not be “loaned out” or sublet without prior written authorization from Harvest.

- No person shall engage in the sale of merchandise or services without permission of Harvest.

- Harvest will not be responsible for any property left on premises.

Liability Release

Group and individuals using the facilities hold harmless Harvest. To the maximum extent permitted by law, user of facility agrees to defend, indemnify and save harmless Harvest, its appointed officers, employees, agents and representatives from and against all loss or expense, including but not limited to judgments, settlements, attorney fees, and costs for bodily injury, death or property damage or loss, by reason of the acts of any and all agents and representatives, arising out of any act or omission under or in connection with the use of the facility.