

Rental Agreement for Spiritual Services

Old Zion Church, Reifsnnyder Road, Lititz, PA 17543

Intending to be legally bound, Old Zion Church leases to Renter and Renter takes from Old Zion Church, the property described below upon all the terms, covenants, and conditions described in the church rental agreement hereto and as hereinafter set forth.

Property Being Rented

The property subject to this Lease is the first floor and second floor balcony and walkways to and from the parking lot, and lawn area excluding the cemetery.

Lack of Conveniences

The Renter is aware that Old Zion Church has no form of heat or air conditioning, no electricity, no running water, and no formal restroom facilities. Old Zion Church will make arrangements for a portable restroom ('porta potty') to be available on the day of your event. It will sit on the edge of the woods, beside the church shed. Although the outdoor pump dispenses water, it is not recommended for drinking.

Handicap Accessibility

The church is not handicap-accessible.

Rental Season

The church is available for rental between the second Saturday of April through the second Saturday of October.

Securing a Rental

The church will not be considered 'reserved' until the Renter has met in person with our Rental Coordinator to review and discuss the specifics of our Rental Agreement, the Renter has submitted a signed Rental Contract, and our Rental Coordinator has received full payment. This agreement is subject to prior rental.

Rental Fees

The church may be rented for \$150 for the first hour, \$75 for each additional hour. Payment is due in full to reserve the church.

Additional Fees

If the Renter requests or requires more time beyond the agreed upon rental times listed on the Rental Contract, or there is damage to the church or property made by the Renter or their guests (invited or otherwise), Old Zion Church will invoice the Renter for that additional time (at a rate of \$75 each additional hour) and/or for the cost of repairs required to mend damages to the church, cemetery, fence, or surrounding church grounds.

Cancellations

If the Renter terminates this Lease before the rental date listed on the Rental Contract, Old Zion Church will return half of what was paid to reserve the church.

Sanctity

The church, cemetery, and surrounding grounds are sacred and are to be treated with reverence and respect.

Children

Considering the age and historical value of the church, children must be kept close and supervised at all times. Running in or around the church, or climbing on pews or stairs, is not permitted. Food and drink are not permitted inside the church or on church grounds. Children and babies may eat or drink inside a parked vehicle.

Capacity

The Renter may invite up to 180 guests. The first floor of the church can comfortably accommodate approximately 130 guests. The remainder of the guests may be seated on the second floor gallery of the church. Due to our limited parking area, invitations to your event should encourage guests to carpool.

GPS Address

The following address can be listed on invitations: 270 Reifsnnyder Road, Lititz, PA 17543. This is the address of the home directly across the road from Old Zion Church.

Guest Parking

Board Members of Old Zion Church will volunteer their time to direct parking during your event. Due to our limited parking area, invitations should encourage guests to carpool.

Restrooms

Old Zion Church will make arrangements for a portable restroom ('porta potty') to be available on the day of your event. It will sit on the edge of the woods, beside the church shed.

Music

The Renter is responsible for securing musicians, singers, and/or musical instruments.

- a. Use of the pump organ on the second floor gallery is permitted, but only by an organist that has been approved by the Old Zion Board of Directors. Old Zion Church is not responsible for inoperability of the organ on the day of your event. Contact information for a local organist who is familiar with our pump organ is available from our Rental Coordinator.
- b. All other music must be generated by the human voice, handheld wind instruments, handheld string instruments, or battery-powered music devices (keyboard, iPod with small portable speaker, etc.).
- c. Instruments must be small enough that they can be carried in and out of the church by one person (cello, fiddle, violin, harp, flute, etc.). If an instrument cannot be carried into the church by one person (without the assistance of a hand truck), it is not permitted. Therefore, pianos, and drums are not permitted.
- d. Contact information for local musicians who have played in the church are available from our Rental Coordinator upon request.

Food & Drink

Food, drink, and snacks are not permitted by adults or children on church grounds, inside the church, or in the cemetery due to the original condition of the historic church and grounds. Old Zion Church is not a reception venue.

Tobacco & Alcohol

Alcoholic beverages, illegal drugs, and smoking of any kind (including vaping) are not permitted.

Decorations

The Renter must make arrangements to have all decorations set up within the rental window listed on the Rental Contract.

- a. Flowers and other decorations may be placed on the water pump & trough, corners of the church steps, church doors, communion cupboard, and windowsills located on either side of the pulpit.
- b. Decorations and floral arrangements must be lightweight and not require watering or misting.
- c. Hanging objects from the chandelier, wineglass pulpit, balcony, or ceiling are not permitted.
- d. Nails that already exist on the church doors, columns, and other areas throughout the church may be used. Hammering new nails into wood or using tape, glue, putty, Velcro, Command hooks, staples, or tacks is not permitted.
- e. Upon request, Old Zion Church will provide the Renter with three dripless candles, three rustic candleholders, and three glass hurricane 'globes' at no extra charge. These candles (with glass globes) may be lit and placed in the windowsills located on either side of the wineglass pulpit and on the communion cupboard only. Candles may be placed in wall sconces, but must not be lit. Lighted candles are not permitted on the second floor at any time.

Photography

Photography both inside and outside of the church and cemetery is encouraged and permitted. Please do not sit on or lean up against tombstones. The wineglass pulpit and the stairs leading to it are to be used by the officiating clergy only. Therefore, group photos are not permitted on the stairs leading to the pulpit.

Windows & Doors

The Renter will not open any windows or doors. Board Members of Old Zion Church will be present at your event, and will be responsible for opening doors and windows as needed. Brick doorstops must be used in order to prevent doors from blowing open or slamming shut.

Communion

If the Renter plans to have bread or wine consumed for Communion as part of their event, please notify our Rental Coordinator. Prior approval by the Old Zion Board of Directors will be required.

Animals

Animals are not permitted on church property, except certified service animals.

Clean Up

The Renter will be responsible for a thorough clean-up of the church property to the same condition as that preceding the rental. Clean up must take place immediately following the event. If Renter fails to commence the required clean up immediately following the rental, Old Zion Church may cause such clean up to be completed, the cost of which will be paid by the Renter. The Renter also forfeits claim to all decorations that are left behind.

Repairs

At all times during the rental period, Renter will take all actions necessary to maintain the church in good order and repair. The Renter will pay for all repairs to the church and other parts of Old Zion Church's property which are necessitated by any acts of lack of due care on the part of the Renter or guests, invited or otherwise.

Lost & Found

Old Zion Church is not responsible for any items, lost or stolen, at the time of the event. However, every effort will be made to locate the owner of any items left behind.

Supervision

The Renter understands that Board Members of Old Zion Church reserve the right to be present at the event or any other time the Renter or the Renter's representative is in the building.

Event Insurance

The Renter is not required to purchase Event Insurance.

Indemnification of Old Zion Church

Renter agrees to indemnify and hold the Old Zion Board harmless of, from, and against all claims, actions, damages, liabilities, and expenses including attorney fees asserted against Old Zion Church or its Board Members on account of injuries to person or damage to property whether or not any such damages or injury may be caused either proximately or remotely, wholly or in part, by any act or omission, whether negligent or not, of the Old Zion Church or its Board Members or any of their agents, servants, employees, patrons, or guests (while such guests are on the rented premises) or any other person entering upon the rented premises under or with the expressed or implied invitation of the Renter, or if any such injury or damage may in any other way arise from or out of the occupancy or use of the Renter and his or her agents, employees, and guests of the rented premises. This paragraph is for the benefit of the Old Zion Church and Board of Directors only and no right of action will accrue to any third party by way of subrogation or otherwise.

Authority of Renter

If the Renter is other than an individual, the undersigned individual represents that s/he has the authority to execute this Rental Agreement on behalf of the Renter and further agrees to personally guarantee all liabilities of the Renter hereunder.

Communication

Please share copies of this agreement with all people involved with your event (see suggestions below). Doing so will ensure all persons involved are informed of what the Renter has agreed to when they signed the Rental Contract.

- Clergy
- Funeral Director
- Choir
- Decorator(s) & Florist(s)
- Musician(s)
- Photographer(s) & Videographer(s)

Questions

Contact our Rental Coordinator with questions:

Dottie Boyd
117 Laurie Lane
Lititz, PA 17543
717.626.4767
dottieboyd@gmail.com

Rental Contract for Spiritual Services

Old Zion Church, Reifsnyder Road, Lititz, PA 17543

This rental contract is made between Old Zion Church, Reifsnyder Road, Lititz, Pennsylvania and the undersigned Renter. The Renter acknowledges that s/he has had an opportunity to read the Rental Agreement, which precedes this Rental Contract prior to signing it. The Renter will complete this Rental Contract and return it to the Rental Coordinator of Old Zion Church. Our Rental Coordinator will make copies of the Rental Agreement and this signed Rental Contract, then mail copies of both to the Renter. Those copies will serve as the Renter's proof that the church has been reserved in the Renter's name on the date s/he requested. The Renter agrees to be legally bound by all of the terms of the Rental Agreement and Rental Contract.

Event Date (MM/DD/YY): ____/____/____

Type of Event: Funeral Service Baptism Hymn Sing Other: _____

Rental Window: ____:____ to ____:____ Number of Guests (must be less than 180): _____

Rental Fees:

\$150 (for first hour)

\$75 for each additional hour (# of additional hours requested: _____)

Total Due: \$ _____ Check #: _____ Date Received: _____

Renter's Full Name: _____

Renter's Mailing Address _____

Home _____

Work _____

Cell _____

E-Mail _____

How did you hear about Old Zion Church?

Family Member Friend Google Search theknot.com Facebook Zootropolis

Other: _____

I, _____, have carefully read and understand the
(Printed Name of Renter)

Rental Agreement and Rental Contract, have met with the Rental Coordinator of Old Zion Church, and agree to abide by the conditions outlined above.

Renter's Signature: _____

Renter's Printed Name: _____ Date: _____

Rental Coordinator's Printed Name: _____ Date: _____

Rental Coordinator's Signature: _____ Date: _____

If you have any questions before or after signing this this contract, or need to change any of the information you provided on the Rental Contract (contact info, times, guest totals, etc.) please contact our Rental Coordinator:

Dottie Boyd
117 Laurie Lane
Lititz, PA 17543
717.626.4767
dottieboyd@gmail.com

Rental Contact Information for Spiritual Services

Event Date (MM/DD/YY): ____/____/____

RENTER

Name: _____

Mailing Address

Home _____

Work _____

Cell _____

E-Mail _____

SECONDARY CONTACT PERSON

Name: _____

Mailing Address

Home _____

Work _____

Cell _____

E-Mail _____

OTHER

Name: _____

Mailing Address

Home _____

Work _____

Cell _____

E-Mail _____