

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## **Rental Season**

The church is available for rental between June 15 – October 12, 2024. No exceptions will be made. All applications for rental are reviewed by the Old Zion Church Board for approval.

## **Capacity**

The Renter may invite up to 125 guests. The first floor of the church can comfortably accommodate approximately 95 guests. The remainder of the guests may be seated on the second floor of the church. Due to limited parking area, wedding invitations should encourage the bridal party & guests to carpool or meet up at the reception site and carpool to the church and back.

## **Lack of Modern Conveniences**

Old Zion German Reformed Church has no electricity or running water. There is no form of heat or air conditioning nor formal restroom facilities. There is a permanent portable restroom on site which is available to rent. The portable restroom will be serviced prior to rental if renter selects on application.

The historic water pump on site does not work and is not to be used.

## **Accessibility**

The church remains in an authentic state is not handicap-accessible.

## **Parking**

Board Members of Old Zion German Reformed Church will volunteer their time to direct parking during the time of rental. Due to limited parking area, wedding invitations should encourage the bridal party & guests to carpool or meet up at the reception site and carpool to the church and back.

## **Property**

The first and second floor balconies, the walkways to and from the grass parking lot, and the lawn area surrounding Old Zion German Reformed Church are subject to this lease.

Note: The cemetery is not included in rental and is not be used for any purpose including photographs.

## **Tours**

Want to get a look inside the church before making a final decision? Email request at [oldzionchurch@gmail.com](mailto:oldzionchurch@gmail.com) .

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## Securing a Rental

Please use [oldzionchurch@gmail.com](mailto:oldzionchurch@gmail.com) to communicate interest and confirm contract mailing with payment. The church will not be considered “reserved” until the Renter has submitted a completed and signed Wedding Rental Contract with payment in full and it is received by the Old Zion Board. Mail completed contract with personal check, payable to *Old Zion Church*, to P.O. Box 103, Lititz, PA 17543. Renter submission will be acknowledged, contract will go before the Board for approval, and confirmation of approval will be sent to Renter.

## Additional Time

When completing the Wedding Rental Contract, the Renter may add time to their 1½-hour rehearsal or three-hour wedding day rental window. An extra \$200 per hour will be charged and is due when payment is made to reserve the church. Additional openings of the church can be arranged for an additional \$200 per opening.

## Additional Fees

If the Renter requests or requires more time beyond the agreed upon rental times listed on this Wedding Rental Contract, or there is damage to the church or property made by the Renter or their guests (invited or otherwise), Old Zion German Reformed Church will invoice the Renter for that additional time (at a rate of \$200 per extra hour) and/or for the cost of repairs required to mend damages to the church, cemetery, fence, or surrounding church grounds.

## Cancellations

Termination of this Lease 30 days before the wedding date listed on the Wedding Rental Contract, Old Zion German Reformed Church will return all fees paid to reserve the church. Cancellation of the Wedding Rental due to the following inclement weather events: hurricane or snow on the ground will result in Old Zion German Reformed Church returning fees paid.

## Officiant

The Renter is responsible for securing an officiant.

## Note the Church GPS Location on Guest Invitations

The church does not have a physical mailbox, the physical location appears as different numbers based on search engines, and map tools. Please note the GPS Location as

GPS Address: Android - 187 Reifsnyder Road, Lititz, PA 17543

GPS Address: Apple – 235 Reifsnyder Road, Lititz PA 17543

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## **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.

## **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 not permitted.
- b. All other music must be generated by the human voice, handheld wind instruments, handheld string instruments, or battery-powered music devices (keyboard, phone 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. Pianos, and drum sets are not permitted.
- d. Contact information for local musicians who have played in the church is available from our Rental Coordinator upon request.

## **Food & Drink**

Old Zion German Reformed Church is not a reception venue. 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. Food trucks are not permitted.

## **Tobacco & Alcohol**

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

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## Decorations

The Renter must have all decorations set up during the 1½-hour rehearsal and/or within the three-hour wedding day rental window.

- a. Floral arrangements must be lightweight and not require watering or misting. Silk or dried flowers are strongly encouraged.
- b. Flowers and other decorations may be placed on the water pump & trough, corners of the church steps, altar on the first floor, and windowsills located on either side of the pulpit only.
- c. Existing nails on the church doors, columns, and other areas throughout the church may be used to hang lightweight decorations. Watering or misting is not permitted, therefore silk or dried flowers are strongly encouraged.
- d. Hammering new nails into wood or using tape, glue, putty, Velcro, Command hooks, staples, or tacks is not permitted.
- e. Hanging objects from the chandelier, wineglass pulpit, balcony, or ceiling is not permitted.
- f. Throwing rice, birdseed, real or artificial flower petals, confetti, or any other debris inside or outside of the church is not permitted. Alternatives such as ribbon wands and bubbles are permitted for use outside.
- g. Unity candle sets are permitted but must be 'dripleless' and surrounded by a glass globes and bases. The globes prevent damage to the altar cupboard and keep the flame from being extinguished by cross breezes during the ceremony.
- h. Upon request, Old Zion German Reformed Church will provide the Renter with a dripleless candle, and a glass hurricane globe at no charge. This candle with glass globe may be lit and placed on the altar only. Unlit candles may be placed in first floor wall sconces for décor and remain unlit. Lighted candles are not permitted on the second floor.

# **Old Zion German Reformed Church Wedding Rental Contract**

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## **Communion**

The couple only may consume bread and/or wine for Communion as part of their ceremony. The wine must be kept in a container with a tight-fitting lid that would stay in place if the container was accidentally knocked over. All communion items should be kept on a tray, and the altar should be covered with an absorbent cloth to catch any possible spills that could occur.

## **Photography**

The Renter must have indoor photos taken within the three-hour wedding day rental window. Outdoor photos may be taken before and/or after the three-hour wedding day rental window, at which time the church will be locked. Please notify Old Zion Church Board volunteer if you plan to be on church grounds before or after your rental window. Photos are not permitted in the cemetery. The wineglass pulpit and the stairs leading to it are to be used by the officiant only. Group photos are not permitted on the stairs leading to the pulpit.

## **Receiving Line**

To help keep the Renter within their three-hour rental window, Old Zion German Reformed Church suggests not having a receiving line. Instead, we suggest having the Best Man make an announcement after the bridal party has exited the church. The announcement should ask guests to head to the reception site, where they will be 'received' by the bride & groom. Doing so will allow the happy couple a little quiet time together inside the church and allow time for indoor photos before the church is locked.

## **Animals**

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

## **In Case of Rain**

The Renter is permitted to erect a small portable 10' x 10' canopy for the purpose of staying dry in the event of rain. The renter is responsible for purchasing, erecting, and dismantling the canopy.

## **Windows & Doors**

The Renter may not open any windows or doors. Board Members of Old Zion German Reformed Church will be present at the rehearsal and wedding, 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.

# **Old Zion German Reformed Church Wedding Rental Contract**

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## **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 the Renter fails to commence the required clean up immediately following the rental, Old Zion German Reformed Church volunteers will clean up, the cost of which will be paid by the Renter. The Renter forfeits claim to any 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 German Reformed 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 German Reformed 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 German Reformed 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 German Reformed 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 German Reformed 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 German Reformed Church or its Board Members or any of their agents, servants, employees, patrons, or invited or otherwise 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 German Reformed Church and Board of Directors only and no right of action will accrue to any third party by way of subrogation or otherwise.

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## **Authority of Renter**

If the Renter is other than an individual, the undersigned individual represents that they have the authority to execute this Rental Contract on behalf of the Renter and further agrees to personally guarantee all liabilities of the Renter hereunder.

## **Communication**

Please share copies of this agreement and/or communicate the expectations you agreed to with all people involved in your wedding including people who are contracted.

## **Questions**

Still have questions? Contact [oldzionchurch@gmail.com](mailto:oldzionchurch@gmail.com) .

# See Rental Contract that Follows -

# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## Statement of Rental Contract

This rental contract is made between Old Zion German Reformed Church, 187 Reifsnyder Road, Lititz, Pennsylvania and the undersigned Renter. The Renter acknowledges that they have had an opportunity to read the Rental Contract prior to signing it. The Renter will complete this Rental Contract and return it to Old Zion German Reformed Church, P. O. Box 103, Lititz PA 17543 and send notification to [oldzionchurch@gmail.com](mailto:oldzionchurch@gmail.com) .

The Renter agrees to be legally bound by all terms of the Rental Contract.

### Couple Information

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_



# Old Zion German Reformed Church Wedding Rental Contract

[www.oldzionchurch.org](http://www.oldzionchurch.org)

## Rehearsal Date

(MM/DD/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_

## Rehearsal Time (1.5 hours)

Time: \_\_\_\_ : \_\_\_\_ AM/PM to \_\_\_\_ : \_\_\_\_ AM/PM

## Wedding Date

(MM/DD/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_

## Rental Window (3 hours)

Time: \_\_\_\_ : \_\_\_\_ AM/PM to \_\_\_\_ : \_\_\_\_ AM/PM

## Ceremony Start Time

Time: \_\_\_\_ : \_\_\_\_ AM/PM

## Number of Guests (must be less than 125)

Number \_\_\_\_

# Old Zion German Reformed Church Wedding Rental Contract

www.oldzionchurch.org

## Rental Fees – Note Separate Checks Needed

\_\_\_\_\_ **\$750 Rental for Wedding and Rehearsal**

\_\_\_\_\_ **\$100 Rental of Portable Restroom.**

Rental includes servicing of restroom prior to event.

\_\_\_\_\_ **Total Above (payable to Old Zion Church)**

\_\_\_\_\_ **\$200 Security Deposit**

Lose of security deposit for failure to clean up or repairs needed.

Renter responsible for any additional charges for repair or clean up.

**Check payable to Old Zion Church, returned at end of rental.**

I, \_\_\_\_\_, have carefully read and understand the  
(Name of Renter)

Wedding Rental Contract and agree to abide by the conditions.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Renter Information

Renter Name:

\_\_\_\_\_

Phone:

\_\_\_\_\_

Email:

\_\_\_\_\_

Mailing Address:

\_\_\_\_\_

Relationship to Couple if other than Couple:

\_\_\_\_\_