



Armenian Church of The Holy Translators

Armenian Church of the Holy Translators Reservation Application

Member Name: _____ (“Renter”)

Address: _____

Telephone: _____ Email: _____

Event: Date: _____ Time: _____ to _____ Estimated number of persons in attendance: _____

If you cancel this event, please contact the church office as soon as possible (508-875-0868).

Church Hall Rental Agreement

The following are the terms of an agreement (“Agreement”) between the Armenian Church of the Holy Translators and the Renter. The Agreement must be signed and returned to the church office at least 14 days prior to the rental date, along with a check/money order made out to **Armenian Church of the Holy Translators in the amount of \$360.00** (\$275 for Church Hall plus \$85.00 for cleanup). *Send to:* Armenian Church of the Holy Translators ♦ 38 Franklin Street ♦ Framingham, MA 01702.

Renter hereby agrees:

1. Renter is a member of the Armenian Church of the Holy Translators.
2. Renter will ensure that no guests will re-enter the Church Sanctuary or the third floor following the conclusion of any religious service occurring in the Sanctuary.
3. Church Hall capacity is not to exceed 150 people during the Event.
4. Renter is renting the Church Hall for a private and not for-profit event.
5. Renter will be responsible for set-up of the Church Hall and making prior arrangements to gain access to the Church Hall for set-up purposes.
6. The use of live bands and/or audio system is permitted.
7. Alcoholic beverages will not be sold during the event or at any time during the use of the Church Hall. Alcoholic beverages may be served without charge to complement any food being served. Renter shall ensure that no person under the age of 21 shall be served or otherwise provided with any alcoholic beverage, nor shall any intoxicated person be served alcohol or be permitted to operate a motor vehicle.
8. No smoking of any kind is permitted on the premises.
9. Renter will leave the Church Hall and kitchen neat and clean and put back to its original condition, including at least:
 - emptying garbage cans, replacing liners and placing trash in the dumpster.
 - placing tables and chairs back to their original location.
 - cleaning tables, chairs and floor of trash, spills, etc.
 - cleaning the kitchen; washing all used dishes, utensils, glasses, pots and pans.
 - assure the lights are turned off and the door is locked behind them when leaving.
10. Renter is responsible for any damage to the Church Hall, any furniture, furnishings, fixtures or personal property sustained during the Event, including any periods of access permitted to the Renter, or as a result of any act, default, or negligence of Renter, or by any of Renter’s guests, service providers or any other persons admitted to the Church Hall by Renter, and Renter shall pay for reasonable repairs as necessary.
11. Renter confirms that he/she has a homeowner's or renter's insurance policy to cover any loss during the event.
12. The Armenian Church of the Holy Translators is not responsible for the actions of Renter’s guests while using the Church Hall or for any injuries or damages resulting from the actions of Renter’s guests. By signing this Agreement, Renter releases the Armenian Church of the Holy Translators from any and all liability for any and all damages or injuries which occur during the use of the Church Hall or which are the result of the actions of the Renter and/or his/her guests.

Renter signature: _____ Date: _____