

**Building Use Agreement by and between
Lehigh Valley Monthly Meeting (hereinafter called Meeting) and**

1. Meeting agrees to allow the User to make use of the meetinghouse located at 4116 Bath Pike, Hanover Township, Pennsylvania
2. The date(s) and time(s) for the approved used of the facility is as follows.
3. User shall release, indemnify, protect and hold harmless Meeting from any and all claims for injury to persons using the premise and for damage to their property during the approved event.
4. User shall also release, indemnify, protect and hold harmless Meeting for any physical damage to the facilities during the use and/or resulting from the use of the facility.
5. If not waived, User shall provide proof of insurance coverage of at least \$500,000 personal liability and \$25,000 property damage coverage with this agreement.
6. If not waived, the fee for this event is: \$50 (partial waiver)
(\$75 for any individual room, \$35 additional fee for use of kitchen)
7. User agrees to the following guidelines for use:
 - User shall inform and enforce ban on smoking in the building and use of alcoholic beverages and non-prescription drugs.
 - Movement of partitions in the Fellowship Room will only be done under the supervision of a meeting member approved by the Building Use Facilitator.
 - Dishwasher is not available for use unless training received.
 - Meeting does not have trash pickup. All trash created must be removed by User.
 - All lights shall be extinguished, fire doors closed, and exterior doors locked upon departure.
 - Please note room set up prior to use. Room to be returned to the way it was.
 - Any problems or incidents resulting in damage during use will be reported to the Building Use Facilitator or Meeting Clerk.
 - Building Use Facilitator Contact:
 - Meeting Clerk Contact:
 - It is understood that if guidelines are not followed, future use privilege will be withheld.
8. Meeting may cancel this agreement at any time by written notice to User.
9. The signer of this agreement represents that the User has authorized the signer to execute this agreement on its behalf.

For User	For Lehigh Valley Monthly Meeting
Signature:	Signature:
Date:	Date:
Name	Name
Title:	Title:
Organization:	