

Paddletown St. Paul's United Methodist Church – Jan. 2017

355 Church Road
Etters, Pennsylvania 17319-9466

Contract for uses of Paddletown-St. Paul's United Methodist Church Facilities;
Continuing Education Center, and Church Basement together with attached guidelines.

Which Facility? CE Center____ Basement____ Purpose for renting: _____

Date(s) to be rented: _____

Times to be rented: _____

Name of Renting Organization or Person: _____

Renter's Address _____

E-Mail Contact _____

Phone #(s) _____

Will the kitchen facilities be used? Yes____ (additional fee) No ____

Will the heat be needed? Yes____ (additional fee) No ____

Rental Fees:

CEC _____

Kitchen _____

Basement _____

Clean-up _____ (returned if clean-up is completed satisfactorily)

Other _____

TOTAL _____ PAID by check # _____ or cash _____

NOTE: The renter is responsible for putting up chairs and tables and then putting them away. Please remember to be careful when doing this.

REMINDER: The person signing the contract is responsible to make sure all lights are turned off and that the toilets or any other water are not running. **Also you cannot use church kitchen supplies – you must bring what you need with you.**

(Representative for renting Organization/Group/Individual

Date: _____

(Representative from Paddletown St. Paul's UMC)

Date: _____

Deposit returned for CEC by Treasurer: Date _____ check # _____ Amount _____