



The First Congregational Church of Ann Arbor Current Rental Policies

(Applies to ALL Outside Rentals of the building. Policy Effective Date: April 1, 2007)

- 1 **Safe Sanctuaries** / This is a "peanut and other nut free" building. When planning your event, please do not bring ANY products or food into the church building that may contain any kind of nuts or nut oils.
- 2 The church does have regularly scheduled piano tunings in June and December. If you will want the piano tuned specifically for your event, there will be an additional charge of \$100.00. We will need at least 6 weeks advance notice to schedule this service.
- 3 There is **NO Parking** available at any time. The parking lot may be used for unloading and loading only.
- 4 If you foresee the need for extra parking, meters around the church may be bagged for your use. For more details about this service, contact Republic Parking Systems, 324 Maynard Street, Ann Arbor, MI 48104. You can call Carol or Jada (JAY-duh) at (734)761-7235.
- 5 For any scheduled rehearsals and up to a half hour before the start of your event the **ONLY** doors that will be unlocked for your use are the double doors at the east end of the church parking lot off Maynard Street.
- 6 Initial deposits are non-refundable.
- 7 Payment **IN FULL** is expected at least 1 week prior to your event. The First Congregational Church of Ann Arbor reserves the right to cancel any event where payment in full is not received 1 week prior to the event.
- 8 Our building is over 135 years old. If any unforeseen building repairs will interfere with a previously scheduled event, we will make every effort to find a suitable replacement venue for your use. In the event that an alternative venue cannot be found, all earnest monies (including the initial deposit) will be refunded.

By signing this form, I acknowledge that I have read each of the above current building rental policies of The First Congregational Church of Ann Arbor and I understand them. I agree to comply with these policies and am solely responsible for any damages incurred as a result of these policies not being followed explicitly.

Type of Rental: _____

Date of Rental: _____

Renters Signature

/

Renters Name Printed

Date