

Lease Agreement  
St. Thomas More Catholic Church  
6180 W. Utopia Road, Glendale, Arizona 85308

St. Thomas More, hereafter known as the Lessor, agrees to lease the St. Thomas More Social Hall to \_\_\_\_\_ hereafter referred to as the Lessee, on \_\_\_\_\_. The time of the event will be \_\_\_\_\_ to \_\_\_\_\_. All events must end by 11:30 pm and property vacated by 12:00 am.

Lessee agrees to pay the sum of \_\_\_\_\_. Of this sum half must be paid at time of signing of this agreement. The remainder will be due 30 days prior to the event date.

Fee Structure :

Basic amount is for seating _____ people	\$ _____
Kitchen Use fee	_____
Damage Deposit	_____
Off Duty Officers _____	_____
Audio Visual Rental	_____

Total Fee \$ \_\_\_\_\_

I \_\_\_\_\_ have read and understand the attached Social hall Information sheet I am aware that if any of the dates on the information sheet are missed that St. Thomas More Parish has the right to cancel this agreement and above noted deposit will be retained by St. Thomas More Catholic Church.

The \$150.00 damage deposit will be refunded and mailed to the Lessee ten (10) business days after the event if the facility has been left in the same condition as found.

The above named Lessee agrees to defend, protect, indemnify and hold harmless the above named parish against and from all claims arising from the negligence or fault of the above named facility user or any of it's agents, family members, officers, volunteers, helpers, partners, organizational members or associates which arise out of the above identified facility usage at the above named parish.

Prior to any contracted event should an act of God arise or any circumstance beyond the control of St. Thomas More, the church will make every attempt possible to contact the Lessee and discuss all alternatives. The Church will not be held responsible for any hardship or expense incurred by the Lessee should any event need to be cancelled or postponed due to conditions beyond the control of the church. In the event a contracted function is cancelled due to an act of God, the church will refund to the Lessee 100% of their security deposit.

By signing below, I acknowledge and understand the policies governing rentals on the property known as St. Thomas More Catholic Church.

Lessee: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Initial \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

