

Spring Friends Meeting Property Use Agreement

There will be a charge of \$1,000 for the use of the Meetinghouse by non-members/non-attenders.

\$500 will be retained as the rental fee, and \$500 returned to the user if the property is left in good, clean, and as originally found, condition.

Fees may be waived for special circumstances and/or need.

Non-members/non-attenders of Spring Friends Meeting who wish to use the Meetinghouse are requested to attend at least one Meeting for Worship with us prior to using the property. While Quakers believe that the "Church" is the body of people who make up the community of Christ and that such buildings, like our meetinghouse, are no more sacred than any other place, our meetinghouse does reflect the nature of the Spring Friends community much as a family's home reflects the nature of the family. It is also listed on the National Historic Register. Therefore, we believe it is important for those who would rent the Meetinghouse and property for an event to have a sense of our community in order to appreciate the site, and use it respectfully.

The buildings may not be in the condition in which the user wishes, so it is advised that prior to the use, somebody check the building. Your event may fall in between our cleaning schedule. There is a vacuum cleaner in one of the rooms behind the main meeting room, and you are welcome to use it to clean up the space, if needed.

For safety reasons, please keep all doors unlocked during your event. There are exit doors in the back of the meetinghouse in the small rooms that lock and unlock from the inside. Please unlock these during your event and lock them when you leave.

Quakers are a peaceful and simple people. By choosing to use our property for your event, you are requested:

- A. Not to rearrange the furniture, except for slight modifications at the front of the meetinghouse room for your event. There is a formal pulpit, which you may use. It is stored in the back room, and you may bring that out into the main room if you wish;
- B. Not to use any military trappings in the Meetinghouse or grounds. For example, it is not appropriate to have weapons, flags, etc. in or around the meetinghouse, like crossed swords over the doorway for a departing married military couple;
- C. Not to use alcohol, tobacco or any other vaping or smoking items in or on the property, except that a champagne toast or a small amount of alcohol in punch is permitted for wedding receptions. The Meeting will not be legally liable for any accident by a departing guest following the use of alcohol at your event;

- D. Not to use nails, screws or adhesive products of any kind to hang decorations for your event. You may use existing nail holes or hangers. Simple bench decorations may be used, but should be removable without harm to the benches.
- E. Not to use raw rice or confetti as a departing “throw” for bridal parties. Please use birdseed or bubbles so that you will not be hurting wildlife nor littering the grounds.
- F. To avoid parking in areas or in such a manner which may result in ruts or other damage to the property.
- G. Not to use candles or any other form of open flame without written, prior approval.
- H. Upon departing, to leave the furniture, floors and facilities exactly as found upon arrival.
- I. Ensure all lights are turned off, and doors securely closed, upon departing.

If you are using our fellowship hall, known as “The Hut”, for your reception, you are requested to:

- A. Remove all trash;
- B. Clean all kitchen counters/sinks;
- C. Leave the restrooms in the condition originally found;
- D. Wash all dishes and silverware;
- E. Leave no food;
- F. Leave tables and chairs arranged as you found them;
- G. Remove all decorations;
- H. Ensure all lights are turned off upon departing.

Accepted for the Requesting Party by:

Signature:

Printed Name:

Entity Represented:

Date Signed:

Date of Event:

Accepted for Spring Friends Meeting By:

Signature:

Printed Name:

Date:
