

ST. MARY STRAWBERRY POINT

GUIDELINES FOR RENTAL AND USE OF UPPER ROOM AND SOCIAL HALL

*Rental Fees for Parishioners Deposit: \$50 Rent: \$50

Non-Parishioners Deposit: \$50 Rent: \$125

*Deposit to be paid upon confirmation of the date for rental.

*Checks made payable to St. Mary's Parish Life.

*Keys to the hall can be picked up from _____ call to make

arrangements. Phone: _____

*Rent is due when the keys are picked up.

***Maintenance:**

1. The room needs to be cleaned and back the way it was when you came.
2. All trash and personal items taken with you. Be sure to check the bathrooms and parking lot.
3. Floors swept and mopped where needed, carpet vacuumed. (vacuum is in the bathroom hallway, broom and mop by refrigerator).
4. Towels and washcloths laundered and returned with the key.
5. If you change the thermostat, please return it to its original position.
6. Any items broken or missing will be compensated for by the renter.

*When renting the Upper Room, the Rel. Ed. Center is not included.

*St. Mary facilities will be evaluated and if everything is in good condition, your deposit will be returned to you by mail.

ST. MARY FACILITIES ARE SMOKE, ALCOHOL & DRUG FREE ENVIRONMENTS

The undersigned agrees to the above listed conditions.

Renter: _____ Phone: _____

Address _____

Date facility reserved for: _____

Please return this contract and the deposit to: _____