

**COUNTRYSIDE COMMUNITY CHURCH  
FACILITY USE FORM**

**All groups using the facilities of Countryside Community Church are required to sign and return a contract. The signed contract and building use fee must be turned in to the Church Office at least one week (seven days) in advance of the first date that the facility is requested. If your contract and fee have not been received in our Church Office prior to your facility use, you will be refused admittance to our facility. Please print legibly.**

**Desired Date of Use From:** (beginning mm/dd/yyyy): \_\_\_\_\_

**To:** (ending date mm/dd/yyyy ): \_\_\_\_\_

**Day of Week** (if recurring): \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_ @ \_\_\_\_\_

Purpose of Meeting: \_\_\_\_\_

Time (from when to when): \_\_\_\_\_ a.m./p.m.- \_\_\_\_\_ a.m./p.m.

Set-up Time if needed: \_\_\_\_\_ Minutes \_\_\_\_\_ Hour(s) Tear down Time if needed: \_\_\_\_\_ Minutes \_\_\_\_\_ Hour(s)

Number Attending: \_\_\_\_\_

Space Requested:

Sanctuary       Common Grounds       Chapel       Kitchen       Foyer

Conference Room/Classroom(s) (please indicate if requesting a specific room): \_\_\_\_\_

Marys' Hall       Activity Center       Other (please indicate): \_\_\_\_\_

Equipment Needed/Additional Requests: \_\_\_\_\_

Please take a few minutes to carefully read the attached Building Use Policy. If you have questions, please contact the church office at 391-0350, Ext. 100, weekdays between 8:00 a.m. and 4:00 p.m.

This Agreement entered into by and between the Countryside Community Church (Countryside) of Omaha, Nebraska, and the undersigned Licensee.

WHEREAS, Countryside is the owner of the building located at 13130 Faith Plaza, Omaha, Nebraska.

WHEREAS, undersigned Licensee desires to use such facilities on the terms and conditions set forth.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration the parties hereto agree as follows:

1. Countryside shall make available to Licensee its designated room(s) on the aforementioned date (s) at the aforementioned time (s).
2. Contact person has the authority to sign this Agreement on behalf of the Licensee and all members of the Licensee organization.
3. By signing the Facility Use Application and upon acceptance by the Church of the application, the Building User agrees to indemnify and hold harmless the Church against and from any and all claims by or on behalf of any persons, arising from the conduct of or management about the premises of the church, or from any accident in or on the premises of the church. The building user will further indemnify and hold the church harmless against and from any and all claims arising from any breach of default on the part of the Building User in the performance of any covenant or agreement on the part of the Building User, or arising from any act or negligence of the Building User or any of its agents, contractors, servants, employees, or licensees, resulting Building user's use of all provided services, such as Wi-Fi, and from and against all costs, counsel fees, expenses and liabilities incurred in or about any such claim or action proceeding brought thereon. The Building User further shall defend at User's expense such action or proceeding by counsel reasonably satisfactory to the Church.
4. Licensee has read this Building Use Agreement and agrees to make all members of its organization participating aware that all Rules must be followed by all participants in order for them to use the facility. Use of the facility shall be their acknowledgment of and agreement to abide by and subject to the Rules and to the conditions of this Agreement.
5. Licensee must be a sponsored community non-profit institution or a Member of Countryside.
6. No organization, nor individual, outside of the church functions may use the building for profit.
8. No Styrofoam containers are to be used on the premises.
9. If alcohol is served, there must be a licensed caterer providing the service of alcohol.
10. When using catering services, please get approval of caterer in advance.
11. Use of the Fazioli concert grand piano in the Sanctuary will include an additional fee of \$70. Piano and piano bench are to be protected at all times and no drinks, food, or any object other than sheet music should be placed upon them. The Fazioli is tuned monthly and the Schimmel (in the Chapel) at least semi-annually. However; if an additional tuning is needed for the Renter's event, there will be a \$100 tuning fee. Request for tuning should be made two weeks advance. The piano will be moved to a position in the center of the sanctuary in advance of the event and will be prepared the day of (uncover and raise the lid) by Countryside staff. The piano cannot be moved from its location. If half-stick or closed lid is desired, please let Countryside know in advance. The piano is not to be moved or damaged in any way. Renter will be held responsible for any damage to the piano, case, strings, keys, bench, scratches, or any part.

IN WITNESS WHEREOF, the undersigned party has executed the Agreement as of the day and year written below.

- - - - - THIS PORTION TO BE COMPLETED BY CONTACT PERSON - - - - -

Signed by \_\_\_\_\_  
(contact person)

on \_\_\_\_\_, 20\_\_\_\_\_ on behalf of \_\_\_\_\_  
(organization)

**KEEP A COPY OF THIS AGREEMENT FOR YOUR OWN RECORDS, AND RETURN A COPY, ALONG WITH THE FULL BUILDING USE FEE, TO THE CHURCH PRIOR TO THE FIRST BUILDING USE DATE.**