

ST. JOSEPH PARISH FACILITIES GUIDELINES:

For reservation of the parish hall or other facilities, please contact the office manager at (509) 466-4991.

While we do not formally “rent” the parish facilities or parish hall, it is an expectation, in terms of stewardship, that a donation be made to the parish to offset the costs that are associated with maintenance and expenses for providing these facilities to the parish and larger community. Guidelines for these donations may be as follows:

A refundable \$300.00 damage deposit is required for ALL events. If damage occurs, the amount refunded will be prorated. If there is an additional cleaning required, a fee of \$20.00/hour will be billed. Thank you for your cooperation!

_____ (*Initials*)

For Parish Functions: No charge

To Parishioners for non-parish (personal) functions:

Parish Hall: \$125.00 donation

To Parishioners for non-parish functions:

Parish Hall: \$300.00 donation

To non-parishioners:

Parish Hall: \$300.00 donation

******Please note separate policies for weddings******

FACILITIES USE

Name of Contact for Rental: _____

Name of Organization: _____

Address: _____

Phone number: _____ Cell number: _____

Date of event: _____ Time of event: _____

Estimated number of Guests: _____ Activity/Event: _____

Area(s) to be used: _____

Type of refreshments: _____

Private Caterer: (Name/Phone): _____

Family will provide food: Yes: _____ No: _____

Alcoholic Beverages: Yes: _____ No: _____

Security required: Yes: _____ No: _____

Indemnification and Hold-Harmless Agreement

The 'User' agrees not to do or cause anything to be done by which persons or property in, about or adjacent to the property or premises of St. Joseph Parish may be injured or endangered and the 'User' agrees to indemnify and save harmless St. Joseph Parish and the Catholic Bishop of Spokane and their agents, servants, representatives and employees from any claim or any person for injuries to life, person or property by reason of anything done, permitted to be done or omitted to be done, by the 'User' or the 'User's' agents, servants, employees or invitee in and about said St. Joseph property or premises, whether or not caused by the 'User's' negligence. The 'User' agrees to indemnify and save harmless St. Joseph Parish and the Catholic Bishop of Spokane and their agents, servants, representatives and employees against all default in the observance of and compliance with any and all laws, orders, ordinances and statutes of the United States, State of Washington, County of Spokane, City of Spokane, City of Colbert, or any of the departments or subdivisions thereof, including, but not limited to any and all laws, orders, ordinances and statutes regulating or prohibiting the use, sale or keeping for sale on said St. Joseph Parish property or premises of any alcoholic or other intoxicating beverages. The 'User' assumes any and all risks of loss and injury which may result from the use by 'User' or others of the St. Joseph Parish property, including the use of all equipment and other items of property located on St. Joseph Parish premises.

NOTE:

(Please initial each statement to acknowledge acceptance of these limitations)

- **NO BANDS OR LIVE MUSIC ALLOWED WITHOUT PRIOR PERMISSION**
- **NO HARD LIQUOR IS ALLOWED**
- **CHAMPAGNE, WINE AND BEER FOR TOASTING (CANS OR BOTTLES ONLY) IS ALLOWED ONLY WITH SUPERVISION**
- **NO KEGS OF BEER ARE ALLOWED INSIDE OR OUTSIDE OF ST. JOSEPH PARISH OR ANYWHERE ON THE PREMISES.**
- **MUSIC MUST BE LIMITED TO THE HOURS OF 6 P.M. TO MIDNIGHT ON FRIDAYS OR SATURDAYS, AND MUST ALWAYS BE LIMITED SO AS NOT TO DISTURB THE RESIDENTS OF THE SURROUNDING NEIGHBORHOOD**
- **PREMISES ARE TO BE CLEANED UP AND VACATED BY 1:00 AM.**
- **BREACH OF CONTRACT COULD RESULT IN A FORFEITURE OF THE DAMAGE DEPOSIT**

SIGNATURE

DATE