

Unitarian Universalist Fellowship of Fairbanks
4448 Pikes Landing Road, Fairbanks, AK 99709

UUFF ONGOING BUILDING USE FORM

(please print)

Name of event: _____

Description/purpose of activity/group: _____

Member responsible for rental: _____

Mailing address: _____

Phone number: _____

Email Address: _____

Purpose of Rental: _____

Rental Day(s) and Time(s): _____

Check facilities that will be used:

Space:	
Foyer	
Sanctuary	
Kitchen & adjoining space	
Blue Room	
Yellow Room	
Basement Room <i>(excluding teen room)</i>	
Teen Room	
Piano	
Sound System	

ALL groups using the facilities must ensure the following before leaving:

- Everything must be returned to its original setup in preparation for Sunday (chairs, tables, toys, etc.)
- Any trash created during activity should be cleaned up appropriately (spills, recycling, trash)
- Heating/cooling regulator as well as lighting must be returned to original setting
- All windows and doors should be made secure prior to departing the premises.

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_____ I (we) agree to clean the premises immediately following use of the facilities. I (we) will leave the building in a clean, neat condition. I (we) understand that I am (we are) responsible for garbage removal as part of the cleaning process. The security/cleaning deposit will be returned in full if a post-use inspection so warrants. Should I (we) fail to leave the facility in good repair and as clean as when first occupied, I (we) understand the deposit shall be considered forfeited, and partially or wholly retained by UUFF. I (we) will promptly pay to UUFF the costs of any damage that exceeds the security/cleaning deposit. Cleaning will be supervised by and the building will be locked by:

_____ Name of responsible individual or organization member

_____ Phone Number

_____ I (we) understand this is a no-smoking facility and that smoking will be permitted only in one outdoor area near the provided cigarette receptacle.

_____ UUFF has two valuable pianos. I (we) agree to limit any use of the piano to trained musicians.

_____ I (we) agree that any permits or licenses necessary for my (or my group's) activities on the premises are my own responsibility, and I (we) will obtain any such permits or licenses prior to such use. All licenses and permits will be posted in plain view during the event. This provision includes, but is not limited to, licenses or permits pertaining to food services. I (we) understand the kitchen may be in use by more than one group unless request for exclusive use has been submitted and approved.

_____ Should I (we) cancel the use of the facility more than 15 days before the scheduled event, rental and cleaning fees will be returned in full. If I (we) cancel less than 15 days before the scheduled time, UUFF will retain half of all monies paid.

_____ I (we) shall assume all risk for any personal property brought onto the premises.

_____ I (we) acknowledge that UUFF does not carry liability insurance naming me as insured for damages, accidents, injuries, or incidents occurring as a result of my use of the premises or my activities off the premises. I (we) agree that I (we) will indemnify and hold the UUFF harmless from any and all claims that may arise from said damages, accidents, injuries, or incidents not otherwise covered by a policy of insurance. I (we) have been requested to obtain insurance for this event naming UUFF as an additional insured party.

Unitarian Universalist Association Principles and Purposes:

We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote:

1. The inherent worth and dignity of every person.
2. Justice, equity, and compassion in human relations.
3. Acceptance of one another and encouragement to spiritual growth in our congregations.
4. A free and responsible search for truth and meaning.
5. The right of conscience and the use of the democratic process within our congregations and in society at large.
6. The goal of world community with peace, liberty and justice for all.
7. Respect for the interdependent web of all existence of which we are a part.