



HOLY CROSS GREEK ORTHODOX CHURCH

CONTRACT FOR THE USE OF CHURCH SANCTUARY FOR PRIVATE EVENTS

Date of Application: _____

Name of Applicant(s): _____

Contact Name: _____

Contact Phone number: _____

Contact Email: _____

Contact Address: _____

Event Type: _____

Date of Event: _____

Time of Event: _____

1. **STEWARDSHIP/FINANCIAL COMMITMENT:** While the Church is the Spiritual Body of Christ, it is also in a very real sense the Physical Presence of His Body on Earth. When you become a pledging and contributing member/steward of the Parish of Holy Cross you help us as a parish to meet all the financial obligations and responsibilities of operating a Church including: salaries for priests and staff, building maintenance, utilities, insurances, and myriad other ministry-related expenses. Without your pledge/stewardship and support we cannot meet the spiritual, pastoral and real-world needs of yourself and of your fellow parishioners.

The following contains a summary of the fees that you can expect when baptizing your child(ren)/getting married/having a funeral at Holy Cross:

- Church Fee \$500. This fee is waived if you are a member/steward of Holy Cross in good standing for a minimum of 1 year or a child or grandchild of a member/steward of Holy Cross as described above and are a member of good standing in your home parish.
- Cantor \$175

- Cleaning/Sanitizing \$150
- Security Deposit \$500
- Honoraria for the Clergy are not obligatory, but welcome.
 - Standard Honoraria ranges from \$200-\$500, depending on the event.

2. You are expected to remove all decorations and personal items for your event from the sanctuary, lobby, boardroom (Bride’s room), fellowship hall, parking lot and restrooms before departing from your event. Holy Cross will not be responsible for any items left behind.

Failure to remove personal items and décor will result in forfeiture of the security deposit. ____
Initial

3. Use of the sanctuary does not include use of the Church office, boardroom, nursery school or fellowship hall.

4. We provide a bride’s room for dressing in our boardroom. The fellowship hall may be used for the bridal party to wait until it is time to join the service, but dressing, hair styling or makeup applications are prohibited from being executed in the fellowship hall.

5. You are responsible for any damage to Holy Cross caused by your event, including that which was caused by your guests.

6. Pets or animals are not allowed on the premises except for certified service animals.

7. Should there be damage or cleaning fees charged by our cleaning service that exceed the amount of the cleaning fee and security deposit, Holy Cross shall invoice the applicant for the remaining costs and said costs shall be paid within 30 days of receipt of the invoice. ____Initial

8. The Security Deposit will be returned to the depositor should excess cleaning be unnecessary and no damages have occurred.

I acknowledge the above and agree to the terms therein.

Contact person signature
Date: _____

Printed Name

Received by:

Signature
Date: _____

Name & Title