

## First Parish Church Rental Form for Meetings

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Home phone \_\_\_\_\_ Cell/Work phone \_\_\_\_\_

Organization (if applicable) \_\_\_\_\_

Recurring Meeting / Single Use Meeting (circle one)

Date(s) requested \_\_\_\_\_ Time(s) requested \_\_\_\_\_ to \_\_\_\_\_

Approx. Number Attending \_\_\_\_\_ Does your organization carry insurance? YES / NO  
(if so please provide documentation)

Are you a Member of First Parish Church in Taunton? YES / NO

Room(s) Requested (check all that apply)

Sanctuary (seats 500+)  Loft (seats 10 to 30)  
 Elizabeth Hall (large meeting/ dining room)  Kitchen

Briefly describe your event, with any special requests / set-up instructions:

\_\_\_\_\_  
\_\_\_\_\_

**Rental fees for Recurring Weekday or Evening Meetings : \$25 per meeting or \$75 a month**

**Single Meetings: Elizabeth Hall - \$150 Full Use of Kitchen\* - \$50**

*\*Light use of kitchen is included in rental fees. There will be a charge of \$50 to use the kitchen for cooking (versus coffee, snacks or catering,) or advance storage of food/supplies. Church cookware and appliances may be used, but not dishes or flatware. Renters must handwash all items used*

**A \$50 deposit must be submitted with this rental form.** Remainder of rental fee must be received no later than one week before your event.

Total Rental Fees: \$ \_\_\_\_\_ Amount of Deposit included: \$ \_\_\_\_\_

*I agree to indemnify and hold harmless First Parish Church in Taunton and it's agents, volunteers and employees from any and all liability, claim or cause of action for any property loss or damage, personal injury, wrongful death or damage to property or persons.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please sign and return this document, along with a signed copy of event policies to:

**Administrator  
First Parish Church in Taunton  
P.O. Box 614  
Taunton, Ma 02780**