



# GCBCR BUILDING USAGE APPLICATION FORM

850 BROADSTREET RD, MANAKIN-SABOT, VA 23103

PHONE: (804) 556-1567 CHURCH@GCBCR.ORG

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Sponsoring Group/Organization \_\_\_\_\_

Nature of Function \_\_\_\_\_

Dates of Proposed Use \_\_\_\_\_

Set-Up begins at \_\_\_\_\_ Event begins at \_\_\_\_\_

Event ends at \_\_\_\_\_ Clean up ends at \_\_\_\_\_

Anticipated Attendance (includes participants and guests) \_\_\_\_\_

## Facilities Requested

- Main Sanctuary ( exclude Audio/Video system \$125 per usage)
- New Sanctuary ( exclude Audio/Video system \$100 per usage)
- Fellowship Hall (\$100 per usage)
- Nursery
- Kitchen
- Main Level Classroom (# of rooms X # of days X \$30 )
  - Room 4  Room 5  Room 6  Room 7  Room 8  Room 9
- Lower Level Classroom (# of rooms X # of days X \$40 )
  - Room A  Room B  Room C  Room D  Room E  Room F
- Audio/Video systems (\$50 per hour) ( make check payable separately to the technician)

Person responsible for facility use: \_\_\_\_\_

Address \_\_\_\_\_ Town/State/Zip \_\_\_\_\_

Home Tel. \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail \_\_\_\_\_

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

GCBCR Member Coordinator \_\_\_\_\_

Approval signature from GCBCR BOD

\_\_\_\_\_ Date \_\_\_\_\_



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GCBCR do not give usage permit for following cases:

- Any activities for profit purposes
- Any long-term usages such as continuously using for more than a week (Exception can be made on case by case basis if approved by the Deacon Board)
- Any activities reaching 80% of church capacity (no more than 300 people)
- Any activities not conforming to our Church by laws
- Any activities violating Federal, State and County laws/regulations
- Any activities conflicting with Church activities

### Release and Waiver of Liability

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "Release") executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_ ("Rentee") in favor of Grace Chinese Baptist Church of Richmond - GCBCR, their Trustees (collectively, "The Church"). The Rentee hereby freely, voluntarily, and without duress executes this Release under the following terms:

**Release and Waiver** Rentee does hereby release and forever discharge and hold harmless the Church and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from Rentee's Activities with the Church. Rentee understands that this Release discharges the Church from any liability or claim that the Rentee may have against the Church with respect to any bodily injury, personal injury, illness, death or property damage that may result from Rentee's Activities in the Church, except where due to the gross negligence or willful misconduct of the Church, its officers, directors, employees or agents. Rentee also understands that the Church does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury or illness.

**Medical Treatment** Rentee does hereby release and forever discharge the Church from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment or service rendered in connection with the Rentee's Activities with the Church.

**Insurance** The Rentee understands that, except as otherwise agreed to by the Church in writing; the Church does not carry or maintain health, medical or disability insurance coverage for any Rentee.

**Other** Rentee expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Virginia, and that this Release shall be governed by and interpreted in accordance with laws of the State of Virginia. Rentee agrees that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release which shall continue to be enforceable.

IN WITNESS WHEREOF, Rentee has executed this Release as of the day and year first above written.

PRINTED NAME: \_\_\_\_\_ AGE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_ DATE: \_\_\_\_\_