



PARISH HALL RESERVATION FORM

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Information: \_\_\_\_\_

Date of Reservation: \_\_\_\_\_ Purpose of Use: \_\_\_\_\_

Beginning Time of Hall Rental: \_\_\_\_\_ Ending Time: \_\_\_\_\_

- 1) The Licensee will sign the Hold Harmless Agreement (back of form) indemnifying the parish, the pastor, and the Archdiocese of Cincinnati and their respected officers, employees, members and agents against any and all losses, claims, liability, or damages related to the Licensee's use of the facility.
2) It is the Licensee's responsibility to comply with all applicable laws, ordinances, and regulations in the use of the facility. The Licensee is responsible for the conduct of all individuals attending Licensee's event, including, but not limited to all guests, caterers and entertainment personnel. Therefore, it is also the Licensee's responsibility that all those individuals in attendance comply with all applicable laws, ordinances and regulations.
3) Any abuse of, damage to, or loss of parish property, whether real or personal, shall be the responsibility of the Licensee. The Licensee agrees to reimburse the parish, upon demand, such sum as will be necessary to restore the damaged property to its original condition.
4) When parish facilities are used by a separately incorporated organization or agency, the Licensee shall provide a certificate of insurance naming the Archbishop of Cincinnati and his successors as Trustee and the Archdiocese of Cincinnati and the Parish/School as additional insured for at least \$1,000,000.00.
5) The parish shall assume no liability for the loss, damage or return of any items of personal property brought onto the premises by the Licensee or any of his/her guests or service personnel. The Licensee shall assume all liability and risk of loss or damage to items of personal property brought onto the premises. The parish shall assume no liability for the loss or damage of vehicles parked in.
6) Holy Redeemer Catholic Church forbids the consumption of alcohol by any person under the legal age. This policy includes all events held on parish premises, whether parish sponsored or privately held. It also applies to parish sponsored events held off premises. Under no circumstance may parents, guardians, or any person of legal age furnish alcohol to underage persons at events where alcohol is present.
7) Unless other arrangements have been made (in writing), the licensee will leave the facility in the same order they found it on arrival.
8) ALL PARTIES MUST BE ENDED AND THE PREMISES VACATED BY 12 MIDNIGHT.

FEE SCHEDULE (Please check):

Table with 4 columns: Rental Type, Seating Capacity, Fees. Rows include 1/2 hall, Whole hall, Previous day setup, and Total Fees.

I have read and agree to observe all the regulations concerning the use of Holy Redeemer's parish hall. I understand that I am accountable for the behavior of those participating in the event described above.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

Both sides of this form must be completed.

## HOLD HARMLESS AND INDEMNIFICATION

For good and sufficient consideration, the receipt of which is hereby acknowledged, the undersigned does hereby agree to indemnify, protect, save and hold harmless the Archbishop of Cincinnati and his successors as Trustee for the Congregation of the Parish set forth below, and the Archdiocese of Cincinnati, and the Parish set forth below (collectively, the foregoing are the "Archdiocese"), and their respective representatives, agents, and employees, from and against any and all liabilities, actions, causes of action, suits, claims, judgments, losses, costs and expenses arising out of or in any way related to or connected with the use or occupancy of the premises of the Archdiocese by the undersigned or by any of the undersigned's agents, employees, invitees, representatives or guests, which use or occupancy results in any injury to persons or property, except to the extent such injury is caused solely and directly by the negligent acts or omissions of the Archdiocese, their respective representatives, agents or employees. If any claim is alleged against the Archdiocese or their respective representatives, agents or employees by anyone (including governmental agencies) arising out of or in any way related to the use or occupancy of the premises by the undersigned or its agents, employees, invitees, representatives or guests, it is expressly understood and agreed that the undersigned shall take over the defense of each and every such claim promptly and pay all attorney's fees, judgments, settlement payments and all other costs and expenses whatsoever incurred in connection with the defense of all such claims, without exception, it being expressly understood that the undersigned shall be and remain fully responsible for all such claims and will hold the aforementioned indemnitees completely harmless from and against any and all liabilities, actions, causes of action, suits, claims, judgments, losses, costs and expenses whatsoever in connection therewith.

If this instrument is executed by a limited liability company, corporation, partnership, association, organization or other group or entity, the undersigned (i) represents and warrants that it has in place liability insurance with coverage limits of at least \$1,000,000.00 per occurrence and such insurance shall be in effect on the date of the activity to be conducted upon the premises, (ii) agrees to name the Archbishop of Cincinnati and his successors as Trustee for the Congregation of the Parish set forth below, and the Archdiocese of Cincinnati, and the Parish, as additional insureds under such general liability insurance policy and to provide satisfactory evidence of such additional insurance coverage to the Archdiocese prior to the date of the activity to be conducted upon the premises, and (iii) represents and warrants that the person executing this instrument is authorized to sign it on behalf of such group or entity.

Name of Parish: Holy Redeemer Catholic Church

(If Signed by an Entity or Group)
Entity or Group Name: _____
_____
Signature: _____
Printed Name: _____
Title: _____
Date: _____

(If Signed by an Individual)
Signature: _____
Name: _____
Date: _____