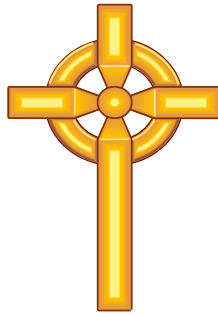


# Christ Church

Episcopal

Post Office Box 545  
Kealahou, Hawaii 96750  
Telephone: (808) 323 -3429  
Fax: (808) 323 -2752  
e-mail: admin@christchurchkona.com



The Rt. Rev. Robert L. Fitzpatrick, Bishop

## Application for use of Church Facilities

1. **Name of Applicant:** \_\_\_\_\_  
(Organization/Individual/Church Member)  
**Title:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
(Street/State/Zip)

2. **Status of Applicant:**  
 Church Group  Church Member  Individual  School  
 Non-Profit  Other (Specify) \_\_\_\_\_

3. **Facility & Equipment you wish to use:** (check all that apply)  
 Historical Church  Community Center  Wallace Hall  
**Furniture Needs:**  Chairs  Tables  Stage  
**\*Note: Kitchen use limited to set up/clean up. The kitchen is not available for preparation of food for public consumption at this time.**

**Audio Visual Needs: Please make request at time of application.**

4. **Date(s) Requested:** \_\_\_\_\_ **Time:** From \_\_\_\_\_ To \_\_\_\_\_  
5. **No. Expected to Attend:** \_\_\_\_\_ **Age Group:** \_\_\_\_\_

6. **Donations, Collections or Admission Charges** \_\_\_\_\_ will be \_\_\_\_\_ will not be **Received or Charged.**

7. **Briefly describe the proposed event:** \_\_\_\_\_  
\_\_\_\_\_

8. **Name of person(s) in attendance who will be responsible for conduct of attendees and clean-up:**

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

Business Tel.: \_\_\_\_\_ Residence Tel.: \_\_\_\_\_

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

Business Tel.: \_\_\_\_\_ Residence Tel.: \_\_\_\_\_

The undersigned applicant hereby gives the Parish permission to verify the information contained in this application and understands that no date or facility will be held until this application is returned and approved by the Parish. I agree to pay for any damages to the facilities or equipment.

**Applicant:**

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Vestry** Approved: \_\_\_\_\_

Date: \_\_\_\_\_

**Action:**

Denied: \_\_\_\_\_

Date: \_\_\_\_\_

You have requested that you be permitted to use certain Church facilities. In order to use those facilities, a responsible party must agree to defend, indemnify and hold harmless The Episcopal Church in Hawaii ("TECH") and this individual parish ("Parish") against all claims and demands for loss or damage, including property damage, personal injury and wrongful death, arising out of or in connection with the use of the facilities by you or any person claiming by, through or under you, or any accident or fire in the facilities or any nuisance made or suffered thereon, or any other liability whatsoever on account of the use of the premises, and will reimburse TECH and Parish for their costs and expenses, including reasonable attorneys' fees, incurred in connection with the defense of any such claims. If you are a corporation, this agreement must be signed by an officer duly authorized by the Board of Directors; if you are a partnership, a General Partner must sign this agreement; if you do not fall within either of these two categories or are an unincorporated association, etc., the responsible party signing above agrees to all of the above.

In addition, you are required to provide a Certificate of Insurance providing evidence that comprehensive general liability insurance is in effect. The comprehensive general liability insurance coverage shall include (1) coverage of premises and operations, products and completed operations, host liquor liability (if liquor is to be served), blanket contractual liability, personal injury and advertising injury, and broad form property damage; (2) limits of liability shall be \$500,000.00 for combined single limit and bodily injury and property damage; (3) occurrence form; (4) TECH and Parish shall be named as an Additional Insureds; (5) a 30-day Notice of Cancellation is to be provided to TECH and Parish; and (6) shall state that the user's policy contains a clause which states that the user's policy is primary to any policy TECH may have in force which applies to a loss covered thereunder.