

River Community Church
PO Box 71
Dell Rapids, SD 57022

Gym & Room Reservation Contract

Upon completion of the contract, contact Julie at j_m_millman@hotmail.com to reserve your room(s). Please mail one signed copy along with payment to the above address. Fees are due prior to your event.

Name of Function/Organization

Purpose of Function

Person in Charge/Function

Phone Number

Date

Time

Number of people

Equipment Needs/Additional Comments

\$_____ Facilities Use Fee
(Payment & deposit are required at time of scheduling event.)

PLEASE KEEP YOUR GROUP WITHIN THE AREA THAT HAS BEEN RESERVED.

Acceptance of Contract:

We take responsibility of our group and for our use of the facilities. We accept all risk of injury which results from our use of the facility. We will use the area only for the intended purpose stated on this contract. We will not hold River Community Church liable for any injuries that may occur during our use of the facilities.

Person in Charge Signature

(Acceptance of Contract)

RCC representative Signature

The church representative can be called should any need arise once the event/function begins.

Please ensure:

- Lights are turned off
- Garbage is picked up & brought out to dumpster
- Floor is swept
- Room is restored to its original condition & all materials are returned to their original locations