



FACILITY RENTAL PRICING

Classrooms and Spaces

General Classroom Space

Monday thru Friday \$100 per day

Saturday, Sunday and Holidays - \$100 per hour, 3 consecutive hour minimum

Special Classroom Space - Chorus room, piano room, mezzanine, media center for example

Monday thru Friday – \$150 per day

Saturday, Sunday and Holidays - \$150 per hour/3 hour consecutive minimum

Availability

Monday-Friday – 4-10pm - school days, 8am-9pm – non-school days

Saturday –8am-10pm

Sunday -1pm-9pm

Chapel

Monday thru Sunday - \$150 per hour

Rental fees will be billed from the earliest start time until the completion of the event per day.

Availability

Monday-Friday – 4-10pm - school days, 8am-10pm – non-school days

Saturday –8am-10pm Sunday

-1pm-10pm

Includes

Use of 2 classrooms

Up to 10 tables and 20 chairs

Back stage area, 2 dressing rooms

Add-ons

Chorus room or additional classroom - \$100 per day

Sound Technician - \$25 per hour, 2 consecutive hour minimum

Sound Technicians are independent contractors. Payment for their services will be made directly to the technician prior to events.



Lexington Christian Academy Facility Rental Contract

The undersigned Lessee agrees and certifies to Lexington Christian Academy, Inc. (LCA) that all activities and programs conducted on school property shall be subject to the following terms and conditions. *Facilities will not be reserved until the signed contract has been returned to LCA and any required deposit is paid.* It is understood and agreed that:

1. The lessee shall be responsible for the proper care and use of the facilities and shall reimburse LCA for any damages to the facility while rented to them. Lessee assumes all liability for injury or damage to persons or property arising from, in connection with, or resulting from lessee's use or rental of the facility.
2. Lessee agrees to adhere to LCA facility usage guidelines.
3. Lessee shall indemnify, protect, save and hold harmless, LCA, its employees, agents, and directors against claims or demands arising or resulting from the use by lessee of the facility. Lessee shall, on request, obtain comprehensive public liability insurance, acceptable to LCA, with a limit of at least \$1,000,000 insuring the Lessee and LCA, and shall, on request, provide **a certificate of insurance** evidencing such coverage, and to keep such insurance in full force and effect during lessee's use of the facility. Lessee shall have no obligation to indemnify, protect, save and hold harmless, LCA, its employees, agents, and directors against claims or demands for any willful misconduct or gross negligence of LCA.
4. Rate schedule does not include any set-up (such as tables, chairs, etc.). Set up and take down shall be lessee's responsibility unless otherwise agreed.
5. Lessee agrees to leave facility in the condition it was found.
6. Lessee agrees to pay a deposit of 25% of the total rental amount upon completion of LCA's scheduling procedures and Lessee's signing of the rental contract. The remaining 75% of the total must be paid before the rental of said facilities. Invoice is due upon receipt. Long-term rentals may be billed monthly.
7. Lessee agrees that the facility shall not be used for commercial activities.
8. Lessee shall not sublease nor assign any portion of the building or item of equipment covered by this contract.

9. Lessee must inform and receive written permission from LCA in order to charge admission, solicit and accept donations, sell concessions and merchandise at events held on school premises. Lessee also agrees to abide by the LCA Facility usage guidelines.
10. LCA Administration, in their discretion at any time, may restrict or prohibit the use of outdoor areas due to weather, excess wear and tear on fields, or in other appropriate circumstances.
11. LCA Administration, in their discretion, may arrange for additional security to be present during lessee activities, and lessee shall be responsible for the cost thereof.
12. A school employee may be present, on or near the LCA property, at all times. Said designated employee shall in no way be responsible for the conduct of persons present, nor shall such employee perform duties other than those involving the care, safety, and security of the facilities. The presence of an LCA employee shall not relieve lessee from any liability or responsibility under this contract.
13. Lessee must provide any cancellation notice 48 hours in advance of the date of the event. If lessee fails to provide proper notification, the deposit may be retained at the discretion of LCA Administration.

I have read the terms and conditions of this lease of school facilities and agree to be responsible for compliance with each item. If exceptions are being made, LCA has indicated accordingly below the respective item(s):

LESSEE _____
Signed _____
Organization _____
Billing address _____
City/state/zip _____
Phone number _____
Date _____

LCA _____
Signed _____
Date / / _____