**SAWTOOTH VALLEY CHAPEL, INC.**

WEDDING RENTAL AGREEMENT

This Rental Agreement is made this day of , 20 by and between Sawtooth Valley Chapel, Inc. herein after referred to as “Chapel” and

**Bride’s Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and **Groom’s Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

herein after referred to as the “Renter”.

**DATE AND TIME:** The non-denominational Chapel is available for weddings to anybody, regardless of religious affiliation. Weddings may be scheduled anytime Monday through Saturday throughout the day between the hours of 9 am and 8 pm with a maximum of 3 events scheduled per day. A minimum of three hours will be reserved for each wedding. All services must finish within the scheduled time block to allow cleaning for the next event. Should Renter know of any reason Renter might need more time, please specify on your application, as there will be an additional charge for extra time requested beyond the 3 hours included.

**The Chapel hereby authorizes the Renter to use and occupy the Chapel for purposes of a wedding, for a maximum of 3 hours, on the following date and time:**

The day of , 20 from \_\_\_:\_\_\_(am/pm) until \_\_\_:\_\_\_ (am/pm)

Additional hours requested \_\_\_\_\_\_\_\_\_\_\_. The actual ceremony will begin \_\_\_:\_\_\_ (am/pm)

**REHEARSAL:** Rehearsals may be scheduled to begin between the hours of 9:00 am and 7:00 pm on a day prior to the ceremony, provided there are no other scheduled events taking place. One hour will be reserved for the rehearsal. Wedding ceremonies have priority over the scheduling of rehearsals.

**The Chapel hereby authorizes the Renter to use and occupy the Chapel for purpose of a Rehearsal for the following date and time of one hour maximum** (unless it is necessary to re-schedule due to a scheduled wedding ceremony).

The  day of  20 from \_\_\_:\_\_\_(am/pm) until \_\_\_:\_\_\_ (am/pm)

**FEES:** The Renter agrees to pay the total rental fee in the amount of \_\_\_\_\_\_ (see fee schedule), plus a $150 security deposit, and a $75 cleaning fee for a total amount of $ \_\_\_\_\_\_\_ for use of said Chapel within 14 days of the execution of this Agreement for your requested date to continue to be held. Additional time may be available for an additional fee of $ \_\_\_\_\_\_\_ per hour.

**SECURITY DEPOSIT:** A Security Deposit in the amount of $150 is included in the total fee that is sent in with this contract. On the day of the event, this Security Deposit automatically turns into the Renter’s Damage Deposit. The Security Deposit is to be used as a deposit against any damages and/or extra Cleaning Fees that may be assessed if the terms of this contract are not abided by. Determination of damages and/or excess Cleaning Fees shall be at the sole discretion of the Chapel Board. This deposit is not a limitation of the Renter’s liability for damages and/or extra cleaning caused during the occupancy of the Chapel, as the Renter agrees to pay for all such damages and/or extra cleaning. Following the event, provided that there is no damage to the Chapel beyond normal wear and tear and upon completion of satisfactory repairs and/or cleaning, the Security Deposit can be

refunded to the Renter. The Renter must specifically request a refund of the Security Deposit, within 30 days of the event or the amount of the refund due will be applied as a tax-deductible donation to the Chapel building fund. Please consider allowing the Chapel to retain the security deposit to further improve the Chapel sanctuary and grounds.

**THE CHAPEL AGREES:** To furnish heat, provide electricity and water when reasonably possible, provided the rental occurs between May 15 and October 15. At all other times, the building is winterized and only heat and electricity will be available. Restroom facilities are only available when water is turned on between those dates. Scheduling events in certain months may be affected if the road is soft and muddy or snow covered. The chapel assumes no responsibility for providing access to the Chapel during those conditions.

**THE RENTER AGREES:** To be responsible for any damage, theft or loss to any of the equipment and/or property of the Chapel by the Renter or Renter’s guest during the time of Renter’s occupancy of the Chapel. The Renter, together with guests, invitees, heirs, and successors fully release and discharge the Chapel Board, its officers and members, together with agents, independent contractors and/or employees, from any and all claims, demands and causes of action by reason of any legal action, injury, damage, claim or loss, of whatever nature, whether to person or personal property, which has or have occurred, or may occur to any or all Renter and/or related parties, invited, or uninvited guests, as a result of, or in connection with, this Agreement or the occupancy or use of the property and agrees to indemnify, defend and hold free and harmless of any and all claims. In any action concerning the rights, duties or liabilities of the parties to this Agreement, the prevailing party shall be entitled to recover attorney fees and costs.

**The Renter further agrees to abide by the following policies and rules as established by the Chapel:**

**PUNCTUALITY:** Due to the large number of weddings scheduled at the Chapel, punctuality is imperative. If the wedding or rehearsal is delayed more than ½ hour, the Chapel reserves the right to request your vacating the facility at your prior designated departure time. If the music requested requires additional rehearsals or excessive preparation, there may be an additional fee charged.

**BUILDING DECORUM:** Neither adhesive tape nor tacks may be used to hang pew markers or ribbons. Stapling, nailing or drilling into the walls or any fixtures of the Chapel, is prohibited as is disfiguring or defacing any part of the building, grounds, fixtures or equipment. No duct or strapping tape may be used on any of the surfaces of the Chapel, including the pews and the walls, for the purpose of hanging any decorations. Please inform your florist of this. All other accessories, such as flowers & aisle runners are to be provided by the wedding party. Use of any other materials shall result in an additional cleaning charge. The Chapel Archway is available to use as long as it is returned to the bride’s room.

**NO RICE OR CONFETTI:** We are in an environmentally sensitive area, so please observe that NO rice, flower petals, nor confetti may be thrown anywhere on the chapel grounds, either inside or out. A charge for extra custodial services will be levied if this is ignored. Please inform all of your guests of these rules. However, a reasonable amount of birdseed may be used, which may only be thrown OUTSIDE the Chapel. Birdseed is prohibited in the interior of the Chapel and the use of any other similar materials in the interior of the Chapel shall result in an additional cleaning charge.

**PARKING:** Please have all cars parked facing the Chapel in rows. If another event is scheduled after yours, Renter must vacate the parking area quickly. If you are the next event, do not start parking until all other cars from the previous event have departed.

**EQUIPMENT:** Renter is responsible for any damage, theft or loss to any of the equipment and/or property of the Chapel.

**KEYBOARD:** Additional charges will be assessed if moved without permission, it is not returned to the original position, or if any damage is done to the flooring.

**SOUND SYSTEM:** This is provided for indoor use only and includes the following:

* Microphone with amplifier
* iPod connection
* Speakers

**TABLES:** Front foyer table may **not** be moved. Inside table is okay to be moved, but must be returned to its original location. The Antique Bible is to be returned to the table in the Plexiglas case.

**DOORS:** Key access to front door is 1357. Please keep the emergency and back doors closed at all

times.

**WINDOW BLINDS:** Please leave the blinds open when you are through with your event.

**REST ROOMS:** There are two indoor restrooms available for use during your event. You agree to use

toilets, basins and other plumbing only for the purpose for which they were designed and refrain from

throwing or depositing any sweepings, rubbish, rags, diapers or other improper articles in the same.

**GARBAGE:** You must remove all trash and other debris that does not fit in garbage cans that are

provided by the Chapel.

**CLEANUP:** Renter must restore the premises to its original condition by putting all things away including

anything moved from its original location. Renter is NOT required to vacuum, nor sweep the floors, the

chapel will do the final cleaning.

**ANIMALS:** The presence of domestic and/or wild animals is prohibited inside the Chapel, unless such

domestic animal has a valid current service animal certificate.

**NO SMOKING:** No smoking allowed anywhere inside the Chapel, on the deck or next to the building.

Smoking is only permitted on the gravel in the parking area. An ashtray is located outside for the

disposal of cigarette butts. Please pick up any cigarette butts that are left on the grounds or in the

parking area. Renter will ensure all the guests are aware of this policy and will designate one member of

the wedding party to ensure no cigarette butts are dropped into any grass creating a fire danger. Should

grass fire be ignited by a cigarette butt, or any other cause during the scheduled event, the Renter

agrees to pay the full costs incurred to have it extinguished.

**CANDLES & SPARKLERS: No** burning candles or sparklers are allowed inside or outside at any time due

to fire hazard. An extra charge will be incurred if there is any evidence of either of these.

A limited number of battery-operated candles may be available for Renter’s use.

**FOOD AND BEVERAGES:** No food or beverages are allowed on the inside of the Chapel. A small amount

of beverages may be used for the official ceremony or in the bridal room prior to the ceremony.

Beverages are allowed outside so long as all remnants are properly disposed of in the garbage cans.

**OUTDOOR USAGE:** If the outdoor area is reserved, then the indoor can be used in case of inclement

weather. The outdoor area is a fragile ecosystem and extreme care must be used at all times so as not

to damage it in anyway. All remnants from the outdoor wedding must be picked up and disposed of

properly, immediately following the event or additional fees will be assessed.

**CHAIRS:** The Chapel does not allow any of its interior chairs to be used for an outdoor event. Renter is

responsible for renting their own chairs and having them set up and removed from the premises in the

allotted time of their scheduled event. All chairs must be removed from the premises immediately

following the event and may not be set up any earlier than one hour prior to an event.

**PEWS and RUNNER:** The pews may not be moved without prior arrangements being made with the

Chapel. Additional fees will be incurred should they need to be moved or if there is any damage done to

the Chapel floor. Also, the **RUG RUNNERS** may not be moved without prior permission.

**CANCELLATIONS**: To cancel this reservation, notice of cancellation must be in writing. Cancellations

occurring 90 days or more prior to the rental date will forfeit the Security Deposit of $150 and be issued a refund of one-half (1/2) of the Rental Fee, together with the Cleaning Fee of $75. Cancellations occurring less than 90 days prior to the rental date will forfeit 100% of the Rental Fee and receive a refund of the $150 Security Deposit and $75 Cleaning Fee. The amount paid will be applied as a tax-deductible donation to the Chapel. If an event is being postponed, and previously paid fees are being applied, the re-scheduled event must be scheduled within the same calendar year.

**AIR QUALITY:** Refunds are not given for poor air quality due to local forest fires, unless the City of

Stanley is under a formal evacuation notice and/or the Air Quality Index established by the EPA, and

reported by the DEQ (Department of Environmental Quality) rates the air quality as “unhealthy”

(symbolized by the color Red on the Index and with the AQI rating between 151-204) on the day of the

event. In such an event, if the Renter does not use the property the Rental Fee, Security Deposit and

Cleaning Fee will be refunded.

**After the Renter has made a request for a reservation of the Chapel, no guarantee is made for holding**

**the requested date and time until the Chapel has received a signed copy of this contract and full**

**payment of all fees has been received.**

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Renter Signature Date

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Address City, State Zip Code

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Phone Number Email

Please make a copy of this contract and return the original, along with a check for full payment to:

**Sawtooth Valley Chapel, Inc.**

**Bookkeeping Office, P.O. Box 43, Jerome ID 83338**

**Phone (208) 644-9613**

**Chapel Rates**: The Chapel Rates for Weddings, Non-Weddings, and Memorial Services are posted on the Chapel website: [www.stanleychapel.com](http://www.stanleychapel.com).

**Receptions:**  Receptions are currently not allowed on the Chapel grounds, as this is not considered a religious use, as per the Articles of Incorporation and the Bylaws of Sawtooth Valley Chapel, Inc.

**Hours:** All events must end within the three-hour time frame, and no later than 8 pm.