

RED RIVER UNITARIAN UNIVERSALIST CHURCH

515 North Burnett Ave ♦ Denison, TX 75020
 903.231.3232 ♦ info@redriveruu.org



Building Usage Contract for a wedding

NAME OF COUPLE	ADDRESS	CONTACT INFO
_____		Cell _____ - _____
_____		Email _____

WEDDING DATE	TIME	LOCATION	REHEARSAL DATE	TIME	LOCATION
		Chapel			Chapel

CONTRACTUAL DETAILS
<ul style="list-style-type: none"> • This contract is between the couple named above and Red River Unitarian Universalist • 50% of fees are paid when contract signed, remainder paid one week prior to building usage • Deposits are returned the day following the wedding • It is agreed that church utensils, dishes, cutlery, etc. will not be used • Damage deposit mandatory if alcohol is served

BUILDING USAGE	USAGE FEES
<input type="checkbox"/> Use of Chapel <input type="checkbox"/> Use of Grounds, including Veranda <input type="checkbox"/> Reception at Church <input type="checkbox"/> Dressing at church <input type="checkbox"/> Room Rearrangement* <input type="checkbox"/> Use of AV equipment* *church personnel required	<ul style="list-style-type: none"> • Chapel (handicap accessible) \$150.00 • Reception at church \$100.00 • Dressing in the Barton Parlor \$40.00 • Dressing in Upstairs no charge (no AC in room) Fee modifications, if applicable: _____ _____ _____

REQUIRED ADDITIONAL FEES, as checked
<input type="checkbox"/> \$30 - Sound Technician (each) <input type="checkbox"/> \$40 - Room Rearrangement <input type="checkbox"/> \$50 - Janitorial Service (if you wish the church to clean following the wedding) <input type="checkbox"/> \$50 - Cleaning Deposit (refunded if building is properly cleaned) <input type="checkbox"/> \$200 - Damage Deposit (refunded if no damage)

SIGNATURES AFFIRMING THIS CONTRACT BY PARTIES RESPONSIBLE		DATE SIGNED
For the wedding		
For the wedding		
Facilities Coordinator		

<input type="checkbox"/> COUPLE'S COPY <input type="checkbox"/> OFFICE COPY	TOTAL DUE
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