

Moreland Community Historical Society
Terms and Conditions for Rental and Use of Church of God Facilities

1. The grounds and facilities (the “Premises”) of the Moreland Community Historical Society (the “MCHS”) are intended to be used primarily to carry on activities for the benefit of the Moreland and Franklin Township Community. No activities may take place on said Premises that conflict with the bylaws or practices of the MCHS. The term “Premises” refers to the Church of God building and grounds located at 7135 Millersburg Road, Wooster, Ohio, specifically being the portion thereof described in the Application for Rental of Facilities (the “Application”).
2. Approval of a request for the rental or use of its Premises does not constitute or imply endorsement of the scheduled event or activity (the “Event”). Organizations or groups which are approved shall not advertise the Event in such a way as to imply endorsement by the MCHS.
3. The use of the Premises is restricted to the designated areas and for the Event described in the Application submitted by the Person in Charge (the “Responsible Party”). In the event there is a change in the Event after it has been approved, a new Application must be submitted.
4. Any person or organization whose Application has been approved may not assign or transfer such right to any other person or organization without the prior written consent of the MCHS.
5. The MCHS reserves the right to cancel any Event if the Premises become unusable due to circumstances beyond its control or if needed for its own use in cases of emergencies. If, after approval of an Event, the Premises become unavailable for any reason, MCHS will notify the Responsible Person as early as possible and refund any Deposit or rental fees paid. The MCHS shall not be liable for any losses, costs or damages which result from it canceling the rental of its Premises.
6. The Responsible Party shall supervise the Event and assure that all participants comply with these terms and conditions during such Event.
7. All programs or activities of children must be supervised by an adult.
8. All persons and organizations using the Premises are expected to use reasonable care in such use in order to prevent defacement, damage or breakage. The organization and Responsible Person shall be jointly and severally liable to pay all costs incurred by the MCHS in cleaning, repairing, or replacing any part of its grounds, buildings, furnishings, and equipment damaged or otherwise carelessly or irresponsibly subjected to more than normal wear and tear by the participants.

9. Those areas of the Premises used in connection with the Event must be cleaned at the end of the Event. The floors shall be swept and mopped if necessary. All waste materials shall be placed in tightly closed garbage bags or in the closed garbage cans in the utility room located next to the kitchen. All cleaning supplies to be used for cleaning the Premises are available in the utility room
10. The MCHS will not be responsible for receiving, storing or securing items intended to be used during the Event. The MCHS is not responsible for any items lost, stolen or damaged before, during or after an Event including, but not limited to, items belong to any participant attending such Event. All items brought to the Premises on account of such Event shall be immediately removed at its conclusion.
11. In the event of any accident or incident causing injury or damage to any person or to the Premises during the Event, the Responsible Person shall immediately notify the MCHS.
12. No decorations may be attached to walls or ceilings of the sanctuary or to the walls of the basement. Decorations may be attached to the ceiling and support posts in the basement. All decorations shall be removed immediately after the Event.
13. No food preparation is permitted at the Premises. However, food may be brought to the Premises for consumption.
14. The MCHS has white, plastic table covering available for events. Any other type of table covering must be supplied by the persons attending the Event.
15. Smoking or the use of tobacco products, e-cigarettes or vapors is not permitted at any time on the Premises.
16. No animals, other than those used in service to persons, are permitted in any building located on the Premises.
17. The use of birdseed, doves and butterflies as celebratory devices are permitted outside the buildings. The use of glitter, confetti, rice, live flower petals, helium filled balloons and other similar celebratory devices are permitted in the basement, but not in any other portion of the Premises.
18. Electrical cords must be fastened or covered to prevent persons from tripping.
19. Exit and access paths from any building may not be blocked. The Responsible Person shall assume the responsibility for becoming familiar with escape routes, the nearest exits and location of fire extinguishers.
20. The Fellowship Hall may not be occupied by more than 49 persons. The Sanctuary may not be occupied by more than 49 persons.

21. No open flames are permitted on or in the Premises, including candles.
22. There is limited parking upon the Premises, which should be sufficient for small gatherings. In the event that the Event requires more parking area than is available upon the Premises, the MCHS may arrange for additional parking at the Moreland United Methodist Church (located at 138 East Moreland Road) or at the Franklin Township Trustees Building (located at 132 West Moreland Road), if requested by the Responsible Party. The Responsible Party shall take note that use of the parking area at the Moreland United Methodist Church will require guests to walk across State Route 83.