



RICE COUNTY HISTORICAL SOCIETY

1814 NW Second Ave. ♦ Faribault, MN 55021 ♦ 507-332-2121

Holy Innocents Church Wedding Rental Agreement

Date: _____

Name: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail _____

This agreement is made between the Rice County Historical Society, hereafter known as RCHS, and _____, hereafter known as the Renter. This agreement is for use of the Holy Innocents Church, located on the Rice County Fairgrounds. The event to take place on _____, 20____ from _____ AM/PM until _____ AM/PM. RCHS agrees to allow the Renter early access to the space for set-up and take down of event decorations and preparation. The exact time of this early access is to be determined separately between the Renter and RCHS. RCHS also agrees to have the Church, and any other spaces, available 2 hours prior to the event unless otherwise arranged. If the Renter agrees to also rent the Carlander Family Room, for gathering of the Wedding Party and Preparation, they will have access beginning at _____ AM/PM on the day of the Event.

Estimated Number of Guests: _____ (Church Capacity: 100)

Church Limitations

100-person Capacity

Not Handicap Accessible

No Air Conditioning or Heat in the Building

Fee Schedule

Initial Deposit: \$100 (Included as part of Rental Fee), required to Reserve Rental prior to event.

Rental Fee: \$500 per Day, due on date of Event

Carlander Family Room Use: \$100

Janitorial Charge: \$50 per hour

Renter Responsibilities

1. No Food or Drinks in the Church
2. No Smoking in the Church or on the Fairgrounds
3. No Alcohol is allowed on the Premises.
4. No Rice is to be thrown within the Church
5. No Open Flames in the Church, unless discuss prior with RCHS Director
6. No Decorations that would damage the Church Walls or Pews (Pins, tape, nails, etc.)
7. No Removing Artifacts, discuss with the Director if you wish items removed.
8. Renters will Clean after their event, including removing all decorations, sweeping, and wiping down pews. If RCHS is required to clean after the event, the Janitorial Charge in the Fee Schedule will apply.
9. The Renter further agrees to hold harmless and indemnify RCHS for any damages, claims or lawsuits arising out of the use of the premises by the renter, including any claims alleging any negligence by RCHS.
10. Renters will provide for their own officiant/priest.

RCHS Responsibilities

1. Clean Holy Innocence Church prior to the Event
2. Open the building on the Day of the Event, as well as prior to the event for any set up
3. Clean the Grounds around the Church
4. Clean and Prepare the Carlander Family Room
5. Provide Access to Bathrooms in the RCHS Museum before and during the Event

I/We have read the above agreement and will abide by the terms and conditions set forth.

Executive Director – RCHS

Date

Renter

Date

Office Use Only	
____ Initial Deposit Received	____ Invoice Sent
____ Rental Fee Received	____ Contract Signed