



Tree of Life
SCHOOL

Gym and Lunchroom Rental Agreement

Purpose: To glorify God by strengthening authentic community.

- Rentals are \$100 fee and \$100 deposit per day.
- Watch the video on website for all information.
- Hours are 8am to 10pm when available, no exceptions.
- You reservation is not complete until payment is received.
- TOL can cancel your reservation at any time for any reason.

You may use

- Our gym is 70' x 50'
- 60 chairs in the gym. 40 in the lunchroom
- 8 tables in lunchroom. 5' x 2.5' rolling.
- Fridge and freezer usage allowed
- Wi-Fi password is Revelation222

Do's and Don'ts

- You MUST take away ALL YOUR OWN TRASH from the premises!
- NO loud music. POLICE will be called if disturbing the neighbors.
- Keep doors closed to keep sound and heat in and bugs out.
- NO using any TOL food, napkins, or disposable dinnerware
- Wash and return all dishes.
- NO alcohol, drugs, or tobacco allowed on the campus!

Deposit

- If you would like your deposit back, you may contact the school within 30 days of your rental and request it. We will send you a check to the address we have on file less any incidentals. Unclaimed deposits will go as a donation to the school.
- Loss of your deposit and any future use of our facility
 - Any cleanup trash tape stickers left on the walls or floor and any extra cleanup
 - Alcohol, drugs, tobacco or evidence left on the property
 - Police are called for noise violation or other problems

Fees:

- | | |
|-----------------------------------|-------|
| ● Leaving Late | \$100 |
| ● Trash left behind | \$75 |
| ● Tape left on walls | \$25 |
| ● Sticky floors or extra cleaning | \$50 |
| ● Damaged Window | \$250 |
| ● Ducts & Grates in Gym | |
| ○ Dents | \$50 |
| ○ Dislodged/broken duct | \$200 |
| ● Damaged wall/woodwork | \$100 |
| ● Repainting | \$50 |



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STEP 1 Email Completed Form	STEP 2 Wait for reply that your date is available	STEP 3 Send \$200 payment to tolschool.org	STEP 4 Text Carrie for final instructions
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ALL Rentals are handled online ONLY. Watch the video for viewing of the space.

Instructions:

1. Send a picture of your completed application to rental@tolschool.org
2. Within 3 days, you will receive an email to let you know if your date is available.
3. If your date is available, you will send \$200 to tolschool.org/donate
4. Once payment is received, your reservation is secure. You will then TEXT Carrie your NAME, DATE, and TIME of Event 24 Hours before for all further instructions.

Name of Person in Charge of Event: _____

Mailing Address: _____ Zip Code: _____

Phone: _____ Email: _____

Reason for the Event: _____

Date of Event: _____

Number of Expected Participants (Maximum 150): _____

Time ENTERING: _____ AM or PM Time EXITING: _____ AM or PM

Earliest entering time is 8am and latest exiting time is 10pm

I will follow all regulations stated and honor God with our time at Tree of Life.

Signature: _____ Date: _____