



Tree of Life
SCHOOL

Gym and Lunchroom Rental Agreement

Purpose: To glorify God and build authentic community.

- Rentals are \$250 per day.
- Watch the video on the website for all details of the facility.
- Hours are 9am to 10pm when available. Saturdays **ONLY** on full weeks of school. Other days may be available when school is not in session. See our school calendar.
- TOL can cancel your reservation at any time for any reason.
- Submit your completed application to rental@tolschoo.org

You may use

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

IMPORTANT

- **You MUST take away ALL YOUR OWN TRASH from the premises!**
- NO Alcohol, Tobacco, Drugs, or Loud Music is allowed on our campus! If any is found on the premises at any time, your status goes from GUEST to TRESPASSER and the Police will be called and you will be escorted off the premises.
- Keep all doors CLOSED to keep sound, heat and AC in and bugs and mice out.
- NO using any TOL food, napkins, disposable dinnerware or any supplies.

Additional Fees:

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



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<u>STEP 1</u> Email Completed Form	<u>STEP 2</u> Wait for reply that your date is available	<u>STEP 3</u> Submit \$250 payment to tolschool.org/ donate	<u>STEP 4</u> CALL Carrie for final instructions
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Instructions:

1. Send a picture of your completed application to rental@tolschool.org
2. WAIT and you will receive an email to let you know if your date is available.
3. If your date is available, you will have 24 hours to send \$250 to tolschool.org/donate
4. Once payment is received, your reservation is secure.
5. You will then CALL Carrie 24 Hours before your event 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 100): _____

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

Earliest entering time is 9am and latest exiting time is 10pm

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

Signature: _____ Date: _____