

**SAWTOOTH VALLEY MEDITATION CHAPEL**  
**WEDDING RENTAL AGREEMENT**

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This Rental Agreement is made this [ ] day of [ ], 20[ ] by and between the Sawtooth Valley Meditation Chapel, herein after referred to as "Chapel" and **Bride's Name** \_\_\_\_\_ and **Groom's Name** \_\_\_\_\_, herein after referred to as the "Renter".

**DATE & TIME:** The non-denominational Chapel is available for weddings to anybody, regardless of religious affiliation. Weddings may be scheduled anytime Monday through Saturday throughout the day between the hours of 9 am and 8 pm with a maximum of 3 events scheduled per day. A minimum of three hours will be reserved for each wedding. All services must finish within the scheduled time block to allow cleaning for the next event. Should Renter know of any reason Renter might need more time, please specify on your application, there will be an additional charge for extra time requested beyond the 3 hours included.

The Chapel hereby authorizes the Renter to use and occupy the Chapel for purposes of a wedding for the following date and time:

The [ ] day of [ ], 20[ ] from \_\_\_\_:\_\_\_\_ (am/pm) until \_\_\_\_:\_\_\_\_ (am/pm)  
(Maximum of 3 hours).  
Additional hours requested \_\_\_\_\_.  
The actual ceremony will begin at \_\_\_\_:\_\_\_\_ (am/pm).

**REHEARSAL:** Rehearsals may be scheduled to begin between the hours of 9:00 am and 7:00 PM on the day before the ceremony, provided there are no other scheduled events taking place. One hour will be reserved for the rehearsal. Wedding ceremonies have priority over the scheduling of rehearsals.

The Chapel hereby authorizes the Renter to use and occupy the Chapel for purposes of a Rehearsal for the following date and time:

The [ ] day of [ ], 20[ ] from \_\_\_\_:\_\_\_\_ (am/pm) until \_\_\_\_:\_\_\_\_ (am/pm)  
(Maximum of 1 hour).

**FEES:** The Renter agrees to pay **the total fee in the amount of \$\_\_\_\_\_** for use of said Chapel for the allowed time, upon execution of this Agreement and prior to the Chapel being available to Renter. Additional time may be available for an additional fee of \$\_\_\_\_\_ per hour.

**SECURITY DEPOSIT:**

A Security Deposit in the amount of \$50 is included in the total fee that is sent in with this contract. The security deposit is to be used as a deposit against any damages and/or extra cleaning fees that may be assessed if the terms of this contract are not abided by. Determination of damages and/or excess cleaning fees shall be at the sole discretion of the Chapel. This deposit is not a limitation of the Renter's liability for damages and/or extra cleaning caused during occupancy of the Chapel, as the Renter agrees to pay for all such damages and/or extra cleaning. Following the event, provided that there is no damage to the Chapel beyond normal wear and tear and upon completion of satisfactory repairs and/or cleaning, the security deposit can be refunded to the Renter. The Renter must specifically request a refund of the security deposit, within 30 days of the event or the amount of the refund due will be applied as a tax-deductible donation to the Chapel building fund.

### **THE CHAPEL AGREES:**

To furnish heat, electricity and water when reasonably possible, provided, the rental occurs between June 1 and September 30. At all other times, the building is winterized and only heat and electricity will be available. Restroom facilities are only available when water is turned on between those dates. Scheduling events in certain months may be affected if the road is soft and muddy or snow covered. The Chapel assumes no responsibility for providing access to the Chapel during those conditions.

### **THE RENTER AGREES:**

To be responsible for any damage, theft or loss to any of the equipment and/or property of the Chapel by the Renter or Renter's guests during the time of Renter's occupancy of the Chapel. To save and hold the Chapel harmless and indemnify the Chapel from any suit or claim for damage or injury sustained on the Chapel property by any person, from any cause whatever during the period of use by the Renter. To comply with and obey all laws, ordinances and governmental regulations and not to do anything or fail to do something which may increase the liability or fire insurance rates of the Chapel. To take good care of the Chapel, including but not limited to, the interior and exterior of the Chapel building and grounds.

**The Renter further agrees to abide by the following policies and rules as established by the Chapel:**

### **PUNCTUALITY**

Due to the large number of weddings scheduled at the Chapel, punctuality is imperative. If your wedding or rehearsal is delayed more than 1/2 hour, the Chapel reserves the right to request your vacating the facility at your prior designated time. If the music requested requires additional rehearsals or excessive preparation, there may be an additional fee charged.

### **BUILDING DECORUM**

The location of the pews and/or altar may not be changed without prior permission. Neither adhesive tape nor tacks may be used to hang pew markers or ribbons. Stapling, nailing or drilling into the walls or any fixtures of the Chapel, is prohibited as is disfiguring or defacing any part of the building, grounds, fixtures or equipment. No duct or strapping tape may be used on any of the surfaces of the Chapel, including the pews and the walls, for the purpose of hanging any decorations. Please inform your florist of this. Decorations shall be kept at a minimum in order to preserve the beauty of the Chapel. All other accessories, such as flowers, aisle runners, are to be provided by the wedding party. Use of any other materials shall result in an additional cleaning charge. The Chapel Archway is available to use as long as it is returned to brides room.

### **NO RICE OR CONFETTI**

We are in an environmentally sensitive area, so please observe that NO rice, flower petals nor confetti may be thrown anywhere on the chapel grounds, either inside or out. A charge for extra custodial services will be levied if this is ignored. Please inform all of your guests of these rules. However, a reasonable amount of birdseed may be used, which may only be thrown OUTSIDE the Chapel. Birdseed is prohibited in the interior of the Chapel and the use of any other similar materials in the interior of the Chapel shall result in an additional cleaning charge.

### **PARKING**

Please have all cars park facing the chapel in rows. If another event is scheduled after yours, Renter must vacate the parking area quickly. If you are the next event, do not start parking until all other cars from the previous event have left.

**EQUIPMENT:** Renter is responsible for any damage, theft or loss to any of the equipment and/or property of the Chapel.

**KEYBOARD:** Additional charges will be assessed if moved without permission or if it is not returned to the original position and if any damage is done to the flooring.

**PODIUM:** Podium must be returned to its original location. A charge will be assessed if damaged in anyway or not returned to its original location.

**SOUND SYSTEM:** provided for indoor use only and includes the following:  
Microphone with amplifier – iPod connection – Speakers.

A charge will be assessed if damaged in anyway

**TABLES:** Front foyer table may **not** be moved.

Inside table is okay to move but must be returned to its original location.

The Antique Bible is to be returned to the table in its Plexiglas case.

## **DOORS**

Key access to front door is 1234.

Please keep the emergency and back door closed at all times.

It is permissible to open the window in the door for ventilation.

## **WINDOW BLINDS**

Please leave the blinds open when you are through with your event.

## **REST ROOMS:**

There are two indoor restrooms available for use during your event. You agree to use toilets, basins and other plumbing fixtures only for the purpose for which they were designed and refrain from throwing or depositing any sweepings, rubbish, rags, diapers or other improper articles in the same.

## **GARBAGE:**

You must remove all trash and other debris that does not fit in garbage cans that are provided by the Chapel.

## **CLEANUP:**

Renter must restore the premises to its original condition by putting all things away including anything moved from its original location.

Renter is NOT required to vacuum, nor sweep the floors; the Chapel will do the final cleaning.

## **ANIMALS:**

The presence of domestic and/or wild animals, are prohibited on the inside of the Chapel unless such domestic animal has a valid current service animal certificate.

## **NO SMOKING**

No smoking allowed anywhere inside the chapel, on the deck or next to the building.

Smoking is only permitted in parking lot. An ashtray is located outside for disposal of cigarette butts. Please pick up any cigarette butts that are left on the ground or in the parking lot.

## **CANDLES**

**No** burning candles are allowed inside or outside at anytime, due to fire hazard and cleanup of wax on carpet.

An extra charge will be assessed if there is any evidence of candle burning.

A limited number of battery-operated candles are available for Renter's use.

**FOOD AND BEVERAGES**

No food or beverages are allowed on the inside of the Chapel. A small amount of beverages may be used for the official ceremony or in the bridal room prior to the ceremony. Beverages are allowed outside, and all remnants must be properly disposed of.

**OUTDOOR USAGE**

If the outdoor area is reserved, then the indoor can be used in case of inclement weather. The outdoor area is a fragile ecosystem and extreme care must be used at all times so as not to damage it in anyway. All remnants from the outdoor wedding must be picked up and disposed of properly, immediately following the event or additional fees will be assessed.

**CHAIRS:**

The Chapel does not allow any of its interior chairs to be used for an outdoor event. Renter is responsible for renting their own chairs and having them set up and removed from the premises in the allotted time of their scheduled event. All chairs must be removed from the premises immediately following the event and may not be set up any earlier than 1 hour prior to an event.

**PEWS**

The pews may not be moved without prior arrangements being made with the Chapel. Additional fees will be incurred should they need to be moved or if there is any damage done to the Chapel floor. Also, **RUG RUNNERS** may not be moved without prior permission.

**CANCELLATIONS:** A 60-day notice of cancellation is required for the Renter to be issued a refund of one half (1/2) of the rental fee. No refund will be given with less than 60 days notice, and the amount paid will be applied as a tax-deductible donation to the Chapel building fund.

**After the Renter has made a request for reservation of the Chapel, no guarantee is made for holding that date and time until the Chapel has received this contract and full payment of all fees.**

\_\_\_\_\_  
Renter Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State                      Zip Code

(\_\_\_\_)\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
E-mail

Please make a copy of this contract and return the original, along with a check for full payment to:

**Sawtooth Valley Meditation Chapel  
Bookkeeping Office, PO Box 43, Jerome ID 83338 Phone (208) 995-8154**