HOLY SPIRIT
EPISCOPAL CHURCH AND SCHOOL

Agreement
for Facility Use

Name: _____

Address: _____

Telephone: _____ Email: _____

Date of facility use: _____

Name of the event: _____

Space(s) requested: Parish Hall / Library / Worship Area / Narthex / Classroom # _____ /
Youth Building / Outside Grounds

The above-named licensee hereby agrees to the following terms for use of space in the facilities of Holy Spirit Episcopal Church & School, Dripping Springs.

1. Maintenance, Repair, and Alteration: Licensee shall, at its sole cost and expense, repair and maintain in good condition the License Property, including but not limited to all furniture, fixtures, and equipment located in it. In addition, Licensee will, at its sole cost and expense, repair any damages located in the License Property. Licensee shall not make any alterations, additions or improvements to the License Property without the prior written consent of Licensor. All alterations, additions, improvements and fixtures which may be made or installed by Licensee upon the License Property shall remain upon and be surrendered with the License Property and become the property of Licensor at the termination of this License Agreement unless they can be removed without substantial damage to the remaining improvements, in which event Licensee may remove the same and restore the License Property to its original condition at Licensee's expense.
2. The adult person signing this agreement must be present during the entire time of usage.
3. It is understood that any unauthorized use of the building will be considered cause for immediate cancellation of the event and expulsion from the premises.
4. The person booking the event assumes responsibility for all clean-up and restoration duties.
5. The person signing this agreement has been given a copy of Holy Spirit Episcopal Church & School Guidelines for Facilities Use and agrees to abide by them.
6. Assignment. Licensee may not assign this License Agreement.
7. Attorney's Fees. If any legal action is brought under or in connection with this License Agreement the prevailing party shall be additionally entitled to recover court costs and reasonable attorney's fees.
8. Effect of Waiver or Consent. No waiver or consent, express or implied, by any party to or of any breach or default by any party in the performance by such party of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in

the performance by such party of the same or any other obligations of such party hereunder. Failure on the part of a party to complain of any act of any party or to declare any party in default, irrespective of how long such failure continues, shall not constitute a waiver by such party of its rights hereunder.

9. Complete Agreement. This License Agreement contains the complete agreement between the parties and cannot be varied except by the written agreement of the parties. The parties agree that there are no oral agreements, understandings, representations or warranties which are not expressly set forth herein.
10. Indemnity by License Holder. Licensee shall indemnify, release, defend and hold harmless Licensor and Licensor's successors and assigns from and against all liability, damages, suits, actions, costs and expenses of whatsoever nature (including reasonable attorney's fees) to persons or property caused by or arising out of Licensee, its agents, employees, contractors, invitees and guests use of the License Property, or any injuries, damages or claims arising from the license purpose.
11. No Recordation. Neither this License Agreement nor any memorandum of the License Agreement shall be recorded in any public records.

_____ _____ _____

Signature Date

_____

Print

THE EPISCOPAL DIOCESE OF WEST TEXAS
POLICY CONCERNING ALCOHOL USE

Alcohol Use Policy

The policy of the Episcopal Diocese of West Texas provides guidance concerning the use of alcohol in church buildings, school buildings, camp locations and other institutions of the Diocese.

It is the responsibility of the Vestry/Bishop's Committee, in consultation with the Rector/Vicar, to implement this policy making it known to the congregations and to individuals responsible for planning events on church property.

The purpose of this policy is to provide a structure for reasonable and responsible use of alcohol within congregational life; to honor and protect those who choose not to consume alcoholic beverages; to strengthen the health and well-being of the Church; and, to provide a safe and welcoming environment.

This policy is to be posted in church kitchens and made available to individuals when scheduling events.

1. Serving of alcoholic beverages is to be done in moderation with the monitoring and serving of an adult.
2. Serving of alcoholic beverages must be done by handing the beverage to an adult and must not be left on tables in a "self-serve" style.
3. Whenever alcohol is served, appealing non-alcoholic alternatives must be offered with equal prominence and accessibility.
4. Food and beverage prepared with alcohol, including punches, must be clearly labeled and served by an adult.
5. Food must be served when alcohol is present.
6. All unused alcoholic beverages are to be removed from church premises as soon as possible following an event. At no time should it be stored in places accessible to children or youth.
7. Drinking alcohol should not be the focal point of any event, either on or off church property.
8. Serving of alcoholic beverages at church events should not be publicized as an attraction of the event, e.g. "wine and cheese reception", "cocktail party", and "beer and wine tasting" or any similar language.
9. Recognizing the effects of alcohol as a mood-altering drug, alcoholic beverages shall not be served when the business of the church is being conducted.
10. Alcoholic beverages should not be served to adults at any children and youth events.
11. If hard liquor is offered by a non-church group on premises, a professional licensed alcoholic beverage server must be contracted by the party hosts.
12. Non-church groups using church facilities must provide proof of liability insurance to the church prior to the event.
13. Even mildly intoxicated persons should be provided safe transportation.
14. The responsible party for non-church groups using church facilities for events where alcoholic beverages will be served, must read and sign a copy of this policy agreeing to abide by it.

Clergy shall consecrate an appropriate amount of wine when celebrating the Eucharist and perform ablutions in a reverential manner that does not foster or model misuse. At no time shall the remains be offered to an Acolyte or LEM who is under the age of 21. In addition, Clergy are encouraged to make known the efficacy of receiving the sacrament in one kind.

All congregations are encouraged to host a recovery event, educational seminar or Recovery Sunday service at least every other year. Resources are available through Recovery Ministries of the Episcopal Church and DWTX Recovery Ministries Commission in planning recovery events and referrals for assistance to outside providers.

Recovery Ministries of the Episcopal Church	DWTX Recovery Ministries Commission
(866) 306-1542	(210 or 888) 824-5387
www.episcopalrecovery.org	www.dwtx.org

Adopted by Executive Board of the Episcopal Diocese of West Texas on September 26, 2019.

Signature: _____ Date: _____

Print Name: _____

Latest Revision December 2019