

# COSTS FOR RENTING THE STILL BAY BAPTIST HALL (“NG KERKSAAL OOS”)

*Please read conditions for renting the hall on page 3.*

## **Weddings:**

Deposit (members and non-members) <i>Deposit will secure the booking. Please note, if you do not keep to the agreed conditions, you might lose your deposit.</i>	R500
Hire of hall (for church members)	Free
Hire of hall (for non-church members) excluding crockery, etc.	R1,000
Hire of hall (for non-church members) including crockery, etc.	R1,300
Using previous day to setup. (If available)	R200
Having Rev. Carel-J Rischmuller officiate at the wedding  <i>Please note, Carel-J will only officiate on certain conditions, please contact him (<a href="mailto:pastor@stillbaybaptist.co.za">pastor@stillbaybaptist.co.za</a>) for more info</i>	
Travel allowance to Home Affairs George (280km @R2.20)	R616
Donation	optional
Care taker (“koster”)	Donation
Pianist. <i>Please contact us to see if one is available</i>	Donation

## **Full-term Rental**

*This is for people who will use and pay for the hall during all of the school terms. The only dates excluded will be school- and public holidays. Extra rental at the same price is available during holiday times if the hall is available.*

3 hour slot Normal slots (unless otherwise arranged) 6:30 – 9:30 9:30 – 12:30 12:30 – 15:30 15:30 – 18:30	R50
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**Ad hoc rental:**

Deposit. ( <i>Deposit secures the booking</i> )	R500
3 hour slot Normal slots (unless otherwise arranged) 6:30 – 9:30 9:30 – 12:30 12:30 – 15:30 15:30 – 18:30	R150
Use of kitchen and tea cups + urn (per 3 hours)	R150

For any queries, please contact:

\* Mervyn Kent 082-647-2536 / kentmervyn@gmail.com

*In case Mervyn is unavailable:*

\* *Carel-J Rischmuller, 084-071-7663 / pastor@stillbaybaptist.co.za*

# CONDITIONS FOR RENTING THE STILL BAY BAPTIST HALL (“NG KERKSAAL OOS”)

- 1) *In the case of damages occurring, the person or organisation who hired the hall will be responsible to pay for the cost of fixing the damages.*
- 2) *Your booking will only be secured once you pay the deposit.*
- 3) *The deposit will only be paid back once the caretaker has confirmed that there are no damages to the hall.*
- 4) *If the hall is not left in the condition it was found, both in regards to cleanliness and setup, the deposit will not be returned.*
- 5) *The caretaker or any other appointed person from the church must at all times during the event be given access if any inspections need to be made.*
- 6) *No **smoking, alcohol or candles** allowed in the hall.*
- 7) *The hall must be cleaned, setup and vacated no later than 24:00*
- 8) *The church has the right to cancel any booking.*
- 9) *When sound or music systems are used, the sound may not travel beyond the borders of the church hall. No activity at the hall may disturb the peace of the neighbours.*
- 10) *No paper confetti allowed. No confetti allowed inside the hall. Only biodegradable (e.g. rose petals) allowed outside.*
- 11) *Please contact the care-taker if you have any questions regarding access to the hall or queries about what is available in the hall.*

Mervyn Kent 082-647-2536

**Application for *long-term, weekly hire* of  
STILL BAY BAPTIST HALL (“NG KERKSAAL OOS”)**

**Applicant:**

Organisation / Person: \_\_\_\_\_

If organisation: Responsible Person: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email: \_\_\_\_\_

**Weekly Hire of Hall:**

	Mon	Tues	Wed	Thurs	Fri
6:30-9:30					
9:30-12:30					
12:30-15:30					
15:30-18:30					

Type of Usage: \_\_\_\_\_

**Agreement by Applicant**

- *I agree to the condition on page 3 of this document.*
- *I agree to pay Still Bay Baptist Church (“the church”) in advance the first week of the month for that month’s usage of the hall.*
- *I agree to pay for all slots in my requested time-slots during the school term, **even when I don’t use them.***
- *I agree to contact the church if I would like to use the hall during other times (e.g. school holidays, weekends) and that my usage at these times are subject to availability*
- *I agree to let the church know 2 months in advance if I no longer plan to rent the hall.*
- *I agree to leave the hall at all times in the condition I found it. This includes both cleanliness and setup of the hall. (Chairs, tables)*
- *I agree not to lend the key assigned to me to any other person.*
- *I agree to pay for any damages caused to the hall due to my usage.*

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

\* Completed form to be returned to Mervyn Kent 082-647-2536 / kentmervyn@gmail.com