

Byron Colby Barn

1561 Jones Point Rd., Grayslake, IL 60030

Barn Reservation & Rental Agreement

Name: Prairie Circle Unitarian Universalist Congregation (PCUUC)

Contact Name: Lucinda Smetana Telephone: (Day): 224-501-0374

Date Requested: Sunday Mornings Time: as needed to 11:00 am

Type of event: Religious Services Number of Guests Expected: 50-60

I, hereinafter referred to as "Renter", hereby request the use of the Byron Colby Barn and agree to the following terms, conditions and penalties:

- 1) No smoking is allowed in the Barn at any time. The Barn is a smoke free facility, Non-compliance with this may result in the forfeiture of the rental contract.
- 2) No animals are allowed in the Barn at any time. Registered service animals are permitted in the Barn during PCUUC services for the sole purpose of providing aid to their owners. If/when this occurs, PCUUC will coordinate with Liberty Prairie Foundation to ensure their awareness.
- 3) No third-party rentals will be allowed. The Renter must host the function and must be present at the function until its conclusion.
- 4) The rental fee and any additional fees are due within two weeks of the end of each month.
- 5) Room capacities must be adhered to. The capacity on the main floor of the Barn is 130 people. Surpassing these capacities will result in the event being closed and guests will be asked to leave the premises. The Renter agrees to leave said premise in the same condition as received and to remove all personal property prior to the end of rental time. This includes the removal of all rented equipment.
- 6) The Renter agrees to assume full responsibility for any damages to the premises, furniture, fixtures and equipment. Any damages and/or extraordinary clean-up expenses will be billed to the Renter. Repairs and replacement will be at cost plus a 15% service charge.
- 7) The use of nails, hooks, scotch tape, double-faced tape, markers, tacks or any such items for decorating is prohibited. Please do not throw or sprinkle on tables items such as rice, birdseed, confetti, etc., inside the Barn. Failure to adhere to this rule shall result in additional charges.
- 8) The Renter agrees not to use the premises for any unlawful purposes, including gambling in any manner, and shall not make or permit to be made any disturbing noises or permit any act that which will unreasonably interfere with the rights, comforts and conveniences of Prairie Crossing residents or occupants of adjacent Market Square buildings. Noise or music that can be heard in the homes adjacent to the Barn is considered excessive and unreasonable. Due to noise ordinances the use of loud speakers outdoors is limited and must be approved prior to the event.
- 9) All items in the kitchen are private property and may not be used.

- 10) Parking is not allowed on the lawn or sidewalks. Parking is allowed in the parking lot and street parking in designated areas only.
- 11) The Barn is not responsible for lost, stolen or damaged personal items or rental equipment.
- 12) If the Liberty Prairie Foundation is required to initiate any legal action due to an infraction of these terms and conditions, the Renter will be liable for costs and attorney fees.
- 13) The Barn will be rented only between the hours of 8am to 11am. Rental period is for 3 hours. Set up time is free. Additional event hours will be billed at a rate of \$50 per hour.
- 14) No cash bars are allowed.
- 15) The Renter expressly agrees to assume the risk of any accident or personal injury which may be sustained while using the aforesaid facilities, and agrees that the Liberty Prairie Foundation, its officers, directors and employees will be in no way liable for any such injury or damages to persons or property of those in attendance of the above mentioned event. The Renter further agrees to indemnify and hold harmless the Liberty Prairie Foundation, its officers, directors and employees, for any loss, expense, including but not limited to defending claims and reasonable attorneys' fees, at the time any claim is asserted for any injuries or damages to person or property, sustained by any guest, either invited or not invited, of the Renter while upon said premises.
- 16) This contract is effective for July 1, 2022-June 30, 2023. PCUUC will not need the Barn most second Sundays (with the exception of 4/9/2023) and other listed select dates below. PCUUC would like to rent the Barn on Saturday, 12/24/2022 from 4:30-8:30pm for a Christmas Eve Service. Liberty Prairie Foundation is free to schedule other events on the following Sundays: 2022: 7/10, 8/14, 9/4, 9/11, 10/2, 10/9, 11/13, 12/11, 12/25. 2023: 1/8, 2/12, 3/12, 4/2, 5/14, 5/21, 6/11. PCUUC will not be charged for Sunday Barn rental on the dates in which PCUUC is not occupying the Barn for services.
- 17) Liberty Prairie Foundation expects PCUUC to set up and take down their service arrangements of chairs and tables and return to the set up that was there. Kitchen should be cleaned as it was found.

Renter Signature: _____

Date: _____

Agreement received by: _____

Date: _____

Rental Fee for Sundays is: \$285.00, Additional hours are \$50.00/hr. Please make check payable to Byron Colby Barn and mail to 32400 N. Harris Rd., Grayslake, IL 60030 Thank you!

Please call Kim DeRose at 224-433-0677 with any questions regarding the Barn.