



# The Meetinghouse at Priest Point

## Rent Agreement for Use of The Meetinghouse at Priest Point

3201 Boston Harbor Road NE Olympia, WA 98506 ~ meetinghouseatpriestpoint.com ~ (360) 754-4028

We welcome community use of our building. We encourage people to imagine ways to celebrate and commemorate and leave this to your imagination. **By signing this agreement, you understand:**

1. **Residential quiet by 10 PM** - Our building is zoned residential, so we are required to be quiet out-of-doors after 10 PM. Keep base notes quieter, doors closed, and talk quietly out-of-doors. Sound carries well in rural areas, and our neighbors have let us know they would call police if they are disturbed.
2. **We rent for non-alcohol functions only.**
3. **Tobacco and marijuana** — smoking, vaping or chewing — is prohibited inside, near windows and doors (must be at least 25 feet from doors and open windows), and around the children’s play areas, (swing, sandbox). There are ashtrays on the island near the road, or bring your own. If you and others with you use them, please empty them. Please patrol for, pick up and dispose of all cigarette butts in outside garbage cans after being sure they are completely out.
4. **The classrooms off the foyer are not included in what is rented to you.** We reserve the use of them, so a Quaker group might use them while you are in the building and may use the restrooms during that time.
5. **Damages** - The party signing this agreement is responsible for the actions of all guests and agrees to reimburse Olympia Monthly Meeting (OMM) the replacement cost of any damage to the Meetinghouse or equipment, beyond usual wear and tear.
6. **Cleaning** - The party signing this agreement is responsible for cleaning up after the event including sweeping, resetting furniture, and correctly placing all garbage/food waste/recycling in marked outdoor receptacles. See the “Close down checklist”. If you generate more than 1 large garbage bag of trash please haul it off. This building does not have glass recycling, so plan to take any glass home with you as part of clean-up.
7. **The following are not allowed inside or outside the Meetinghouse:** Beverage alcohol, confetti rice, silly-string, or other items likely to cause damage or be difficult to clean up. You can throw birdseed outside for confetti.
8. **Minors** – We encourage youth events and activities. We require at least one adult chaperone per ten minors (under age 18) to be present during your event.
9. **The \$100.00 damage deposit** is due ASAP with this agreement to finalize your reservation. **Your rent payment is due** at least ten days before your event.
10. **Refund Policies:** You will lose your deposit: 1. if there is damage 2. if police are called to the property 3. for unsorted or improperly sorted or excess garbage and recycling. You will lose your rent if you cancel less than 7 days before your event.

Olympia Monthly Meeting (OMM) is not liable for any accidents or personal injuries occurring within or outside the building on our property. OMM is not responsible for any lost personal articles. Call the Meetinghouse at 360-754-4028 if you would like us to search for a lost item.

I have read this agreement and agree.

**Your name in block print:** \_\_\_\_\_

**Your contact information,** and \_\_\_\_\_  
best ways and times to reach you.

**One alternate contact** (name, phone, email) \_\_\_\_\_  
who will be present at the event.

**Your Signature and Date:** \_\_\_\_\_

**Event name:** \_\_\_\_\_

**Event date(s):** \_\_\_\_\_

**Start time including set-up:** \_\_\_\_\_

**End time including clean-up:** \_\_\_\_\_

**Rent price to be paid: \$** \_\_\_\_\_

Our treasurer mails a check to return your damage deposit.  
**Name on check, and who & what address where to mail it:**