

Seventh-day Adventist Church
FLORIDA CONFERENCE

Rental Agreements

When we were children, we learned to share. Many of our churches and schools share their facilities, either with another church or from another church. If your church does not have a facility, please let us help you with the rental agreement.

If you are blessed to have a facility and another church needs a place to meet, they may ask you to share all of or part of your facility. This can work well especially if they meet on Sundays when your building usually sits empty. Or you may have an empty building on site that could be used during the week. Whatever the situation you need to have a formal arrangement drawn up to protect all involved.

The Property Development department is here to help, we can give guidance and draw up the proper paperwork. Paperwork that will help ensure a good understanding of what is expected.

The first step is to do a bit of research and find out what it is worth. The price will depend on your area (check with a local real estate agent if you need), and how much of the building and amount of time they will be able to access your facility.

Once you have an idea of arrangements and charges, have your church or school board discuss and vote to agree on price, area, and times. The details can be submitted by scanning the QR code at the bottom of this paper. Please be as specific as possible in answering the questions.

You will need to email a floor plan with area approved for use indicated and a copy of the renter's general liability insurance, which include coverage against claims for personal injury, death or property damage with limits of not less than Three Million Dollars (\$3,000,000.00) per occurrence with respect to the Licensed Area, Licensor's Personal Property and Licensee's conduct of business therein and aggregate or excess umbrella coverage of not less than Five Million Dollars (\$5,000,000.00); and listing the Florida Conference Association of Seventh-day Adventists, 351 S. SR 434, Altamonte Springs, FL, 32714. A copy of the renter's Worker's Comp insurance may also be required. Since the Association owns the property, we need to sign any lease or rental agreement. Contact the Property Development department with any questions.



