

GREATER BALTIMORE TEMPLE, INC.

2909 Bloom Road, P. O. Box 690, Finksburg, MD 21048

AGREEMENT FOR USE OF THE GREATER BALTIMORE TEMPLE (GBT) - FACILITIES (Effective January 1, 2025)

INSTRUCTIONS

Carefully read the rules, regulations and guidelines that are attached. **Initial each page and sign the last page of the form.** Enclose with application the total rental charge plus deposit, make check payable to "Greater Baltimore Temple, Inc." Mail payment to GBT P.O. Box 690, Finksburg, Md. 21048.

Individual/Organization Representative: _____

Name of Organization: _____

Address: _____

Telephone No: _____ Email: _____

Description of Activity: _____

Attendance: Must not exceed Fire Code Capacity of 225 person (Community Center), 75 person (Community Center Lobby), 40 (Cafeteria), 40 (Meeting/ Party Room)

Rental Date and Time Required:

Rental Date	Day of the Week	Start Time (Includes setup)	End Time (Includes cleanup/teardown)	Hours

Note: We will take into account any extra time the renter needs for setup the day before the rental day, but it won't be guaranteed until two days before the rental. Additional fees depending on the hourly rates listed below will need to be paid by the renter. Additional hours and time are needed. = _____

	<u>Member</u>	<u>Non-Member</u>	<u>Non-Profit</u>
<u>COMMUNITY HALL including Lobby up to 5 hrs.</u>			
Monday to Thursday	\$900.00	\$1,100.00	\$750.00
Friday, Saturday & Sunday	\$1,100.00	\$1,300.00	\$850.00
COMMUNITY HALL including Lobby - 8 hrs.	\$1,300.00	\$1,500.00	\$1,050.00
Additional hours	\$100.00	\$150.00	\$ 75.00
Tables & Chairs Set-up & removal	\$200.00	\$200.00	\$200.00
<u>COMMUNITY HALL LOBBY only - up to 5 hrs.</u>	\$400.00	\$500.00	\$250.00
Additional hours	\$75.00	\$100.00	\$50.00
Outdoor vendor cooking	\$150.00	\$150.00	\$75.00
Gazebo with Havan kund	\$250.00	\$350.00	\$200.00
Picnic Shelter on the hill up to 5 hrs./ School Bldg	\$150.00	\$200.00	\$100.00
Green Room – Community center lobby	\$75.00	\$100.00	\$75.00
Additional Changing Room – School Building	\$50.00	\$75.00	\$50.00
Meeting/ Party Room up to 5 hrs. (School Bldg.)	\$250.00	\$300.00	\$150.00
Cafeteria Room for the meeting up to 3 hrs.	\$150.00	\$200.00	\$100.00
Cleaning Service for the Community center/lobby	\$150.00	\$150.00	\$150.00
Cleaning Service for all other rental	\$50.00	\$50.00	\$50.00

	Member	Non-Member	Non-profit
Sound System			
Option 1 – 2 On-Stage Speaker with Microphone	\$100.00	\$100.00	\$50.00
Option 2 – Hall Sound system with two big screen TVs for display & 2 On-Stage Speakers with microphones	\$250.00	\$250.00	\$150.00
Dandia per pair	\$0.50	\$0.50	\$0.50
Brass Mahabharata Diyas (4 ft & 3 ft)	4 ft Diya (\$60 for one & \$100 for two) 3 ft Diya (\$40 for one & \$75 for two)		
Backdrop stand – 10 ft. x 10 ft. (2 available)	\$25 / each	\$25 / each	\$25/ each
Utsav moorti (Ganeshji)	\$25	\$25	\$25
Security Deposit for the community hall	\$ 750	\$ 750	\$ 750
Security Deposit for all other rental	\$ 250	\$ 250	\$ 250

Furniture Rental (up to 24hrs): (for outside facility)

Plastic Rectangular Folding Tables \$5.50 per table
Plastic Folding Chairs \$1.50 per chair

5.0% extra charge if paid by a Credit Card.

Lobby and Hall rental includes up to 10 tables, chairs, warming kitchen, located within the temple building, for warming food ONLY. The meeting/ party room includes up to 6 rectangle tables and chairs.

Rules, Regulations and Guidelines Governing the Use of the Greater Baltimore Temple, Inc. (GBT) facilities/grounds at 2909 Bloom Road, Finksburg, Maryland 21048.

1. The Greater Baltimore Temple, Inc. (GBT) encourages the use of its facilities for educational, recreational, religious and charitable purposes when such use does not interfere with its own religious, educational or cultural programs.
2. Facilities/grounds are not to be used for personal financial gain to any individual or organization.
3. At no time, should alcohol, drugs, meat or meat products be served in the facilities/grounds. Emergency exits shall not be blocked.
4. Gambling, the use of obscene or abusive language is not allowed in the facilities/grounds. No smoking is permitted inside the facilities or outside of the temple.
5. Temple activities will always be open to the members of the Hindu-Jain communities.
6. The individual/organization using the facilities/grounds must accept total responsibility for providing adequate supervision of all people involved in the activity. The members of the Temple's staff or Board of Trustees must not be required to assume responsibilities involving supervision of participants.
7. The individual/organization is responsible for depositing all garbage in the dumpster, cleaning the community center and lobby, the hallway from the community center to kitchen and the hallway near the rest rooms (cleaning includes vacuuming, sweeping, and moping), turning off all lights, turning off heat or air-conditioning system and locking the facility at the conclusion of the activity. The keys to the facility must be returned to the authorized GBT representative within 24 hours of the conclusion of the activity. Additional fees of \$50 will be charged if heat or air conditioning system is not turned off. If cleaning service fee is paid in advance then the cleaning related clause does not apply.
8. The walls inside or outside the facility must not be used for hanging articles or displays or drilling holes. No tape or nails should be applied to the walls. Helium filled balloons shall be removed from the community hall. If not removed, balloon(s) removal charge will apply. Emergency and fire exits shall not be blocked.
9. The Board of Trustees of GBT reserve the right to revoke any permission which has been issued to a group, agency or individual provided a notice of one week is given. When possible, the reason for such action will be communicated, either verbally or in writing. Permission for use of the facilities may be immediately revoked if the urgent need for use of the facility for religious, educational or cultural purposes arise, or if the rules concerning gambling, alcohol, drugs, obscene or abusive language, eating or serving meat or meat products or any other pertinent rules are violated.
10. The security deposit and rental charges must accompany the application for the use of the facilities/grounds. Any additional charges, in addition to the security deposit and rental charges, must be paid in full at least fourteen days in advance of the date the facilities/grounds will be used. Failure to do so can result in cancellation of the permission to use the facilities/grounds, without notice.

11. The applicant has the obligation to provide notice of cancellation to GBT. Cancellation fees will apply in accordance with this policy: in the event of a cancellation after signing the contract and within 120 days and 61 days of function date, 50% of the expected rental charges will apply; and if cancelled within 60 days of the function, 100% of the expected rental charges will apply
12. The Board of Trustees reserves the right to determine the eligibility of individuals/organizations for the use of the facilities. The Board of Trustees also may refuse the use of the facilities/grounds if it appears likely to provoke or add to public disturbance or disturbance to the Temple's neighbors.
13. The use of the facilities/grounds will be restricted to those areas approved by the authorized GBT representative.
14. The sponsoring individual/organization must assume liability for all injuries or damage to person and/or to property arising from their use of the facility/grounds. Any person using the GBT facilities/grounds shall hold safe from harm the Board of Trustees of GBT and its employees, contractors and suppliers from any loss, damage, liability, or expense that may arise during or be caused in any way by such use or occupancy of the GBT property. Upon request, the sponsoring individual/organization will provide proof of liability insurance coverage. Any repairs necessary resulting from such use will be made by GBT at the user's expense.
15. The fees charged for use of the facilities/grounds will depend upon user, circumstances and details of such use. They will be subject to change by the GBT Board of Trustees without notice.
16. Applicants shall assume all responsibilities for the payment of taxes including admission and sales taxes, if due.
17. Approval of the application does not automatically imply use of machines, furniture, equipment or storage space.
18. The Board of Trustees reserves the right to establish or change the rules as it deems fit, without prior notice.
19. The sponsoring individual/organization shall leave the facility in the condition in which it was entered. Failure to do so will result part or full forfeiture of the security deposit, or the immediate revocation of the permission to use the facilities.
20. By signing you agree that attendance will not exceed fire capacity listed on front page of the contract.
21. **The rental hours include time needed by the renter to decorate, hall set-up, rehearsal, removal of decoration and cleaning by renter.**
22. **No audiovisual personnel are available from the GBT to assist with the renter's function. For their events, the renter is required to supply all music, portable equipment, and a DJ, photographer, cameraperson and technician for live streaming. When a renter rents the audio system from the temple, staff members will schedule a meeting at a mutually convenient time and at least two weeks in advance to go over how to operate the equipment. If the renter is unable to utilize the system on the day of the event, GBT will not be held liable.**

Affirmation:

We/I, the undersigned, being duly authorized representatives of the organization shown below, have read and agreed to the rules, regulation and guidelines governing the use of Greater Baltimore Temple, Inc. facilities/grounds and will abide by and enforce same.

Signed: _____ Date: _____

Print Name & Title: _____

Address: _____ Telephone: _____

Paid Security Deposit + Hall Rent \$ _____ Date: _____

**For Rentals please contact:
 TEMPLE 410-861-8387
 Magan Sureja 301-919-8351**

EMAIL: info@baltimoretemple.org