

## **Mumineen Hall Rental Contract**

- A. The facility is primarily for the exclusive use of the general membership of Masjidul Mumineen and its various groups and committees.
- B. ALCOHOL beverages and all forms of intoxicants are not permitted in the facility and within the Masjid complex in line with Islamic injunctions.
- C. SMOKING & all forms of tobacco and recreational drugs are NOT permitted within the facility and the Masjid complex in line with Islamic injunctions.
- D. Members of the public may use the facility for events and programs subject to rules and regulations established subject to recommendation by a renowned member of the community.

**E. GENERAL RULES & CONDITIONS OF USE:**

1. Submit an application for the use of the facility in prescribed forms at least four weeks prior to the event date.
2. Pay the applicable fees for the use of the facility.
3. Pets are NOT permitted inside the facility or Masjid complex
4. In case of time/date conflict, Masjid function will take precedence
5. Cooking and all forms of food preparation are NOT permitted inside the facility. Prepared foods may however be served.
6. Musical instruments and live bands are NOT permitted inside the facility or masjid complex. Only Islamic songs applicable to occasion/events may only be sung or played without causing a Disturbance or noise.
7. Use of Profanities, Curses, Threats and all forms of loud outbursts are NOT permitted in or out-side the facility.
8. Indecent (skimpy, revealing etc) and inappropriate (partisan, etc) forms of dressings are Not Permitted in the facility.
9. All forms of pictures, statues, and imagery are NOT permitted in the facility.
10. Pins, staples and all form of tape are not allowed on the wall.
11. The square footage of the hall is 3088 sq. ft. and the maximum occupancy is 205.
12. The lessee's must follow all applicable civil safety rules during the function including strict Compliance with maximum occupancy of the hall (posted at the exits) and prevent blockage of emergency exits at all times
13. Approval for the use of the hall does not imply approval for the use of the classrooms, conference room and LCD/Screen.

14. All activities must end by 12 midnight unless otherwise authorized, Hall and Masjid complex should be vacated within one hour of the end of the event.
15. Lessee is permitted to set the hall to fit their needs.
16. No food, trash and garbage should be left on the premises. Use dumpster outside the building for trash bags.
17. The lessee's responsibility includes making sure that their guests remain in the assigned area, and also parents should give special attention to their children.
18. The lessee is responsible for cleaning the premises before leaving otherwise cleaning cost and administrative fees will be assessed from lessee's deposit.
19. For each function, the lessee must sign a copy of this document to indicate their understanding and agreement with these rules.
20. In the event of violation of these rules, the lessee will be held responsible for any and all consequences thereof.
21. No booking shall be considered confirmed unless the rental fee and deposit have been fully paid.
22. A separate fee of \$50 will be charged for the use of the LCD/Screen, which also requires a \$50.00 deposit (Members pay a \$50 deposit, but refundable after use).
23. Lessee is responsible for all items needed for said function such as cups, plates, napkins, forks/spoons and etc. The masjid under no circumstances will provide these items.

#### **F. DEPOSIT & CANCELLATION:**

If the event is cancelled a week prior to the scheduled function, the 50% room reservation fee will be forfeited and if cancellation is less than 72 hours, no refund will be made. No cancellation fee will be imposed if the event must be cancelled due to inclement weather or other uncontrollable circumstances which result in the closing of Mumineen Hall.

#### **G. DEPOSIT – CLEANING/PROPERTY DAMAGE**

I, the lessee understand that I forfeit any deposit made if Mumineen Hall or Masjid Complex is not cleaned. Cleaning includes mopping, sweeping, removal of all trash or garbage which includes the restrooms and grounds. The lessee must provide their own cleaning products and trash bags. The lessee forfeits his/her deposit if any part of the cleaning is left undone. I, the lessee understand that if any damage occurs to any property at Mumineen Hall or the Masjid complex, I can be liable for damages that exceed my deposit.

**H. Rental Hours**

Monday – Friday – 10am to 12:00 midnight

Saturday – 3pm to 12:00 midnight

Sunday – 10am to 12:00 midnight

**There will be no merging of individuals for the use of the hall.**

**I. PARKING**

At the time you make your reservation, please discuss with the Mumineen Hall Agent, what parking arrangements you will need. There may be restrictions upon where guests can park depending on the times and dates.

**J. LIABILITY TO LEESEE**

As the lessee, you are responsible for all damages to the Mumineen Hall premises and to any equipment and you assume full responsibility and full financial responsibility for the acts and/or omissions of your guests, employees, contractors, and other persons on Mumineen Hall premises for your event. Lessee will be responsible for restoring the facility to a clean state after usage.

**K. ACKNOWLEDGEMENT**

I have read this policy and understand my responsibilities as lessee(s): I/We accept conditions for the use of Mumineen Hall.

\_\_\_\_\_  
Lessee Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lessee Name

\_\_\_\_\_  
Date