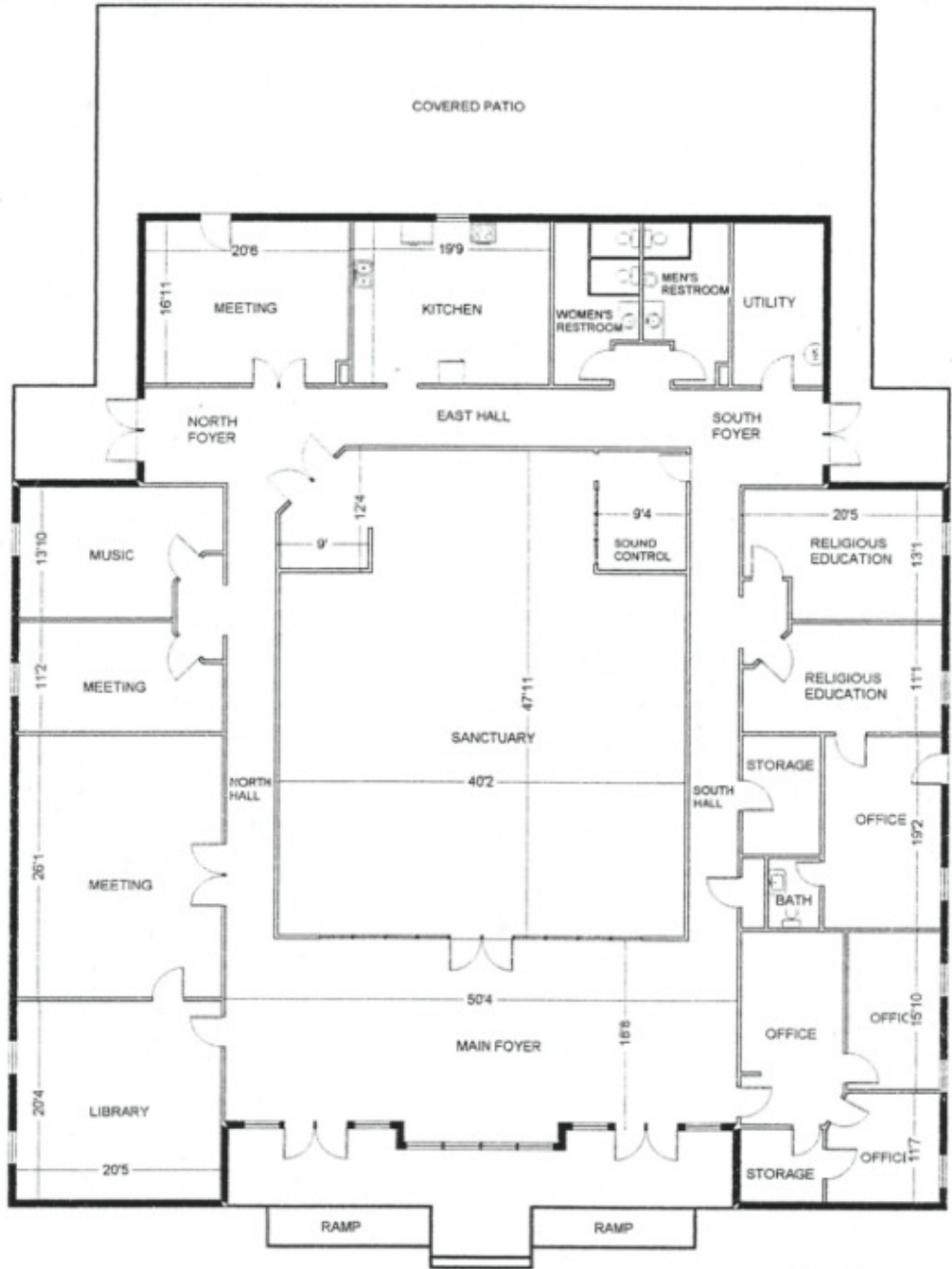


BUILDING AND GROUNDS

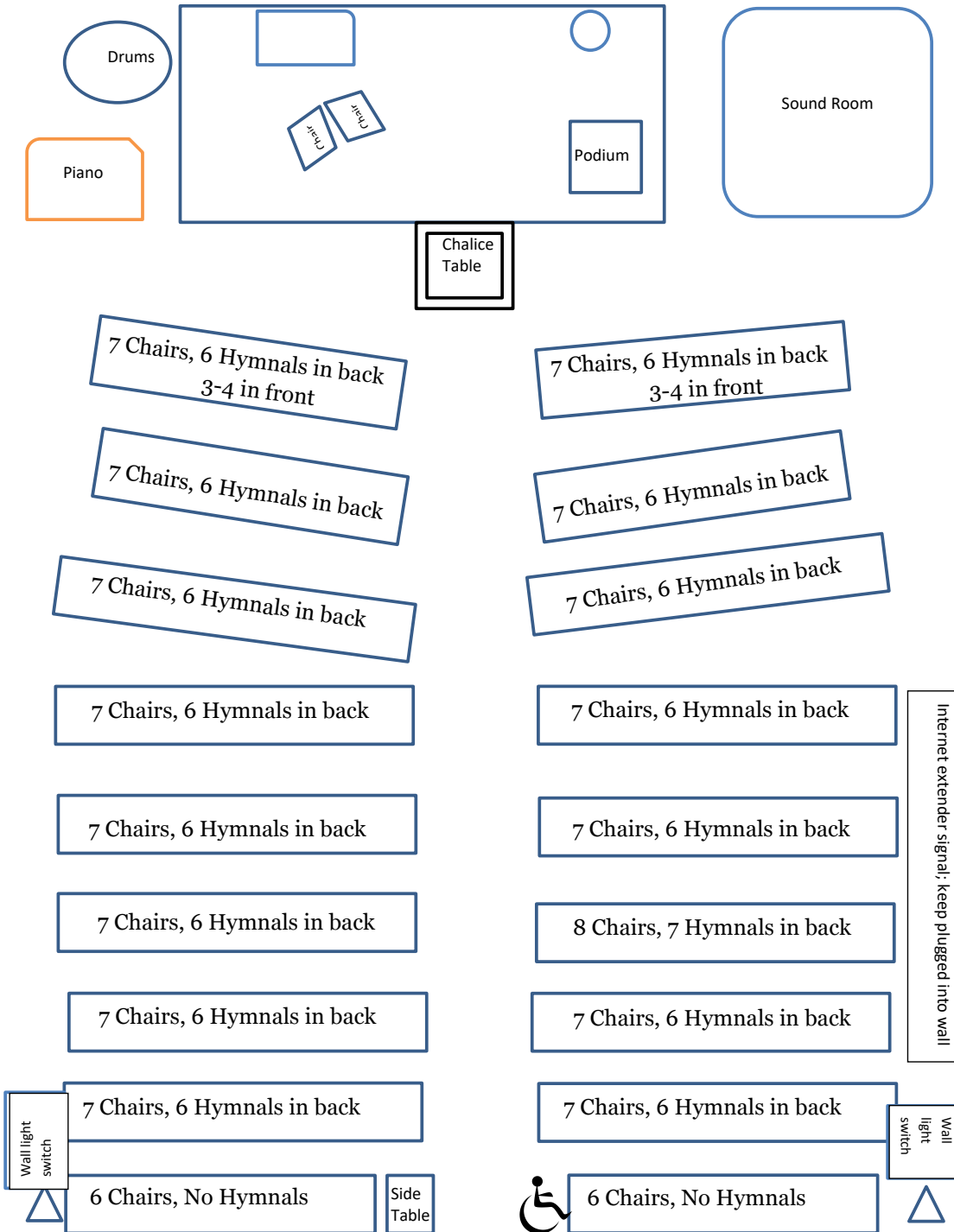
UUCP Building Plan



TOTAL COVERED AREA
10335 sq ft

UNITARIAN UNIVERSALIST CHURCH OF PENSACOLA
9888 PENSACOLA BLVD.

Sanctuary Set-up (2 column)



Unitarian Universalist Church of Pensacola (UUCP)

Facility Space Use And Rental Fees for Members of UUCP

Contents:

Uses.....	Page 1	Fees.....	Page 2
Event Host.....	Page 2	Alcohol & Tobacco Use.....	Page 3
Room Rentals.....	Page 2	Cancelations & Refunds.....	Page 3
Deposits.....	Page 2	Facility Use Agreement.....	Page 3

USES:

- For religious ceremonies/rituals: members may use the facilities **without charge** for religious ceremonies such as weddings, commitment, christening, child dedication, spiritual observances, memorial services and funerals.

The UUCP Minister must pre-approve the use of the facility before the no-fee reservation is accepted. In the event that the Minister is not available, the congregation’s President can make such approvals.

- For non-income generating uses: a 50% discount of standard rental fees (see chart below) for other non-income generating uses is available to members. Other fees as may apply are not discounted. The UUCP member will be referred to as the ‘renter’ below.
- Income generating use: events that generate income to the UUCP member are subject to full rental fees. Renters will also provide assurances that they are a registered business and will collect and report and remit sales tax to the Florida Department of Revenue and will comply with all state and federal laws and regulations as may apply.
- For new and emerging programs that address gaps in programs and services in the two-county area, a prospective renter may wish to negotiate an agreement with the church.

EVENT HOST:

- Religious Ceremonies or Rituals: an event host is not required for members of UUCP. The UUCP member (or their delegate) will assume responsibility for facility security, lights, equipment use, heating, air conditioning and returning the spaces to the condition they were found in (including removal of trash from the building).
- Non-UUCP Functions: A representative of UUCP serving as an Event Host will be on the premises during any non-UUCP rental use of the sanctuary and, unless otherwise agreed to, will be paid \$15 per hour directly by the renter.

- If an event host is not properly compensated, they will be compensated by deduction made from the refundable security deposit.

ROOM RENTAL RATES:
(Without discounts which may apply):

Room: Does Not Include Host Fee	1 to 4 hours	4 to 8 hours	One-Time Security Deposit (refundable)
Sanctuary	\$325.00	\$500.00	\$50.00
Conference Room	\$50.00	\$75.00	\$15.00
Library	\$25.00	\$50.00	\$10.00
Classrooms: (Rainforest & Teen)	\$20.00 (both rooms)	\$25.00 (both rooms)	\$15.00
Nursery & Preschool Rooms (Beach & Meadow)	\$30.00 (both rooms)	\$40.00 (both rooms)	\$20.00
Kitchen	\$50.00	\$100.00	\$40.00
Foyer	\$15.00	\$25.00	\$10.00
Other (ex: gardens)	\$25.00	\$50.00	\$10.00

DEPOSITS:

- Key Deposit - The refundable deposit is \$30. It will be returned in full within five (5) business days of the key's return.
- Holding Deposit – Spaces may be reserved by paying a Holding Deposit of 30% of the room rental fee. The balance of the rental fee and security deposit must be paid two (2) weeks before the event in order to maintain the reservation.
- Security Deposit – Will be calculated based on the spaces the rented. The security deposit may be partially or completely refunded dependent upon the condition of the rented spaces upon conclusion of the rental agreement.

FEES:

Piano - A \$100 tuning fee will be assessed if the baby grand piano is used, moved or unplugged without prior specific permission. It may not be decorated and nothing may be placed on it other than music.

Damages to UUCP Property: The costs of repairing damages in excess of the security deposit will be billed to the 'renter' and are due upon receipt.

ALCOHOL AND TOBACCO USE:

- The consumption of only wine and beer is allowed on UUCP property in accordance with its Alcohol Policy.
- Tobacco and tobacco products may not be used within the building and may be used only in the designated spaces which are located at the south and north sides of the building.

CANCELLATIONS:

- If an event is canceled at least ten (10) days in advance of the event, all fees and deposits that have been made will be refunded in full.
- If an event is canceled less than ten (10) days of the event, the Holding Deposit will not be refundable. Other fees which may have been paid will be refunded in full.
- It is preferred that cancelations be in written form.

REFUNDS: Refunds will be made as soon as possible. Allow 5-7 working days.

FACILITY USE AGREEMENT: An agreement document, which both the renter and UUCP representative will sign contains further specific details regarding fees and use of facilities will be provided to the 'renter'.

RENTER should retain both this document and the rental Agreement signed document

Unitarian Universalist Church of Pensacola (UUCP)

Rental Information & Fees

Non UUCP Members and Non-Profit – 501(c)(3) Organizations

Contents:

Uses.....	Page 1	Room Rentals.....	Page 2
Religious Services.....	Page 1	Deposits & Fees.....	Page 2
Minister Services.....	Page 1	Alcohol & Tobacco Use.....	Page 3
Use of Sanctuary.....	Page 2	Cancelations & Refunds.....	Page 3
Non-Sanctuary Use.....	Page 2	Facility Use Agreement.....	Page 4

USES:

- The UUCP facilities may be available for short or long term rental to individuals or groups whose purpose is in accord with the mission and principles of UUCP/UUA.
- Non-profit organizations (renters) who wish to rent UUCP facilities for an event, meeting or activity. Non-profits may be asked to provide a copy of their Florida Department of Revenue “Consumer Certificate of Exemption” or other documentation to verify their non-profit status.
 - Where no admissions/donations or fees are received from participants, or where any money received is exclusively for direct costs of the sponsor for the event may receive a 30% discount for the room rental fee. Other fees are not discounted.
 - For new and emerging programs and services: Ask about further discounts available only to non-profits who are providing a new program or service for which there is a service gap in the community.
- Individuals or groups who are neither UUCP Members nor Non-Profit 501.c3. No discounts are available.
- Income generating use: events that generate income to the renter are subject to full rental fees. Renters will provide assurances that they will collect and report and remit sales tax to the Florida Department of Revenue and will comply with all state and federal laws and regulations as may apply.

RELIGIOUS SERVICES OR RELIGIOUS GROUPS:

The UUCP Minister must pre-approve the use of the facility before the reservation is accepted. In the event that the Minister is not available, the congregation’s President can make such approvals.

MINISTER:

Fees for professional ministerial services by the UUCP Minister are not included in the rental fees and are to be negotiated and paid separately.

USE OF SANCTUARY AND EVENT HOST:

A representative of UUCP serving as an Event Host will be on the premises during any rental use of the sanctuary and, unless otherwise agreed to, and will be paid \$15 per hour directly by the renter.

An Event Host may be determined to be needed for events in rooms other than the Sanctuary. This need will be determined by the church representative working with the renter.

The Event Host will turn on lights, heating or air conditioning and explain and monitor the use of the sound system and other equipment, ensuring that UUCP facilities are used respectfully and address any problems which may arise during the course of use. They will also secure the facilities after the event.

NON SANCTUARY USE AND/OR NO EVENT HOST:

When an Event Host is not required, and upon approval and receipt of a deposit, a key to the building may be checked out to the renter for a fee.

ROOM RENTAL RATES:

(Without discounts which may apply to non-profit organizations):

Room: Does Not Include Host Fee	1 to 4 hours	4 to 8 hours	One-Time Security Deposit (refundable)
Sanctuary	\$325.00	\$500.00	\$50.00
Conference Room	\$50.00	\$75.00	\$15.00
Library	\$25.00	\$50.00	\$10.00
Classrooms: (Rainforest & Teen)	\$20.00 (both rooms)	\$25.00 (both rooms)	\$15.00
Nursery & Preschool Rooms (Beach & Meadow)	\$30.00 (both rooms)	\$40.00 (both rooms)	\$20.00
Kitchen	\$50.00	\$100.00	\$40.00
Foyer	\$50.00	\$75.00	\$15.00
Other (ex: gardens)	\$25.00	\$50.00	\$10.00

DEPOSITS:

- Key Deposit - The refundable deposit is \$30. It will be returned in full within five (5) business days of the key's return.

- Holding Deposit – Spaces may be reserved by paying a Holding Deposit of 30% of the room rental fee. The balance of the rental fee and security deposit must be paid two (2) weeks before the event in order to maintain the reservation.
- Security Deposit – Will be calculated based on the spaces the rented. The security deposit may be partially or completely refunded dependent upon the condition of the rented spaces upon conclusion of the rental agreement.
- If an event host is not properly compensated, they will be compensated by deduction made from the refundable Security Deposit.

FEES:

Piano - A \$100 tuning fee will be assessed if the baby grand piano is used, moved or unplugged without prior specific permission.

It may not be decorated and nothing may be placed on it.

Damages to UUCP Property: The costs of repairing damages in excess of the Security Deposit will be billed to the 'renter' and are due upon receipt.

ALCOHOL AND TOBACCO USE:

- The consumption of only wine and beer is allowed on UUCP property in accordance with its Alcohol Policy.
- Tobacco and tobacco products may not be used within the building and may be used only in the designated spaces which are located at the south and north sides of the building.

CANCELLATIONS:

- If an event is canceled at least ten (10) days in advance of the event, all fees and deposits that have been made will be refunded in full.
- If an event is canceled less than ten (10) days of the event, the Holding Deposit will not be refundable. Other fees which may have been paid will be refunded in full.
- Cancellations must be in written form by email.

REFUNDS: Refunds will be made as soon as possible. Allow 5-7 working days.

FACILITY USE AGREEMENT: An agreement document, which both the renter and UUCP representative will sign, contains further specific details regarding fees and use of facilities will be provided to the 'renter.'

THE RENTER should retain **this document**, the helpful **"Guidelines"** document and the **Rental Agreement**.

Rental Guidelines
Unitarian Universalist Church of Pensacola
9888 Pensacola Blvd, Pensacola, FL 32534

Contents:

Publicity	Page 1	Alcoholic Beverages	Page 3
Restoration of Premises	Page 1	Food & Drinks	Page 3
Decorations	Page 2	Use of Kitchen	Page 3
Facilities Used	Page 2	Smoking	Page 3
Children	Page 2	Animals	Page 3
Equipment	Page 2	Deliveries	Page 3
Event Host	Page 2	Telephone	Page 3

Emergencies.....Page 3

The Unitarian Universalist Church of Pensacola (UUCP) is pleased to make our facility available to individuals and groups in our community that seek to enrich human life, whether through the arts, education, politics, recreation, business, celebrations, or other activities that are compatible with church philosophy.

The following Guidelines, as well the “Rental Information & Fees” **are part of your Rental Agreement**. Please read them carefully and ask any questions you have.

1. PUBLICITY:

Do not publish the church as the sponsoring organization in any advertising or promotional literature for your event. Do not publish the church phone number or email as a contact for your event.

2. RESTORATION OF PREMISES:

Leave the premises and equipment in the same condition as you found it.

If you have **moved anything**, please return it to its original place. If we have set up tables and chairs for you, we will put them away. If we have moved equipment at your request, we will replace it.

Please gather and remove your **trash** and check the floors for cleanliness before you leave. **Two trash** receptacles labeled “Rental Use” are available. Once full, **any overflow is left to the responsibility of the renter** & to be removed from the premises at the end of the event.

Church **bulletin boards** and **pictures** will remain in place, but you are welcome to cover the bulletin boards if you prefer.

Renters must assume full financial responsibility for any repairs required to restore the

premises and equipment to original condition.

3. DECORATIONS:

Decorations and other materials may be **placed on walls and windows only with materials which do not damage or mark those surfaces**, and all decorations must be removed from the premises at the conclusion of your event.

Do not tape anything to the carpet or chairs. You may use **candles** in the sanctuary, but please ensure that wax does not get on the carpet or other furnishings. Do not place anything on the baby grand **piano**.

4. FACILITIES USED:

Use of the premises is restricted to only those indoor and outdoor facilities/rooms rented and those times which are specified in the Rental Agreement.

Use of the facilities must be completed at the agreed upon time so that the UUCP Event Host can close and secure the building at the end of your event. **Late departures** may result in partial or complete forfeit of your security deposit.

5. CHILDREN:

Please be sure that the parents or guardians of all minor children present **remain on the premises**, and that they are properly **supervised**.

A **changing table and rocking** chair are available in the nursery, and you are welcome to use them even if you have not rented the nursery. Please remove soiled diapers as may be necessary.

6. EQUIPMENT:

The baby grand piano, upright piano, projection and sound systems may be used **if included in your rental agreement**. Your **Event Host** will be happy to **explain** them to you.

If any of the equipment needs to be moved or stored during your use of the facility, please inform the UUCP staff or your Event Host, who will arrange to move them. **Renters may not move equipment**, since some of it is easily damaged. In the case of the pianos, failure to adhere to these restrictions will result in a \$100 tuning fee.

7. EVENT HOST:

A representative of UUCP serving as an Event Host will be on the premises during any non-UUCP rental use and will be paid **\$15 per hour directly** by the renter, unless otherwise specified. The UUCP Event Host may waive or reduce this fee by arrangement with the renter.

The Event Host will open the building for you, turn on the lights and heating or air conditioning, explain and monitor the use of the sound system and other equipment, assist in resolving any difficulties which arise, close and secure the building after your event, and represent UUCP's interests.

Please feel free to ask your Event Host any questions you may have about our facility. It IS NOT his or her responsibility to rearrange furniture, clean up any spills or trash or to vacuum before you leave.

8. **ALCOHOLIC BEVERAGES:**

Wine and beer may be served and consumed on our premises ONLY under the following conditions:

- Local, state and federal laws governing alcohol use will be followed in every instance. It is the responsibility of the renter to comply with all applicable laws. The legal drinking age is 21.
- Wine and beer may be provided on a hosted basis only. **Cash bars are NOT allowed.**
- A responsible adult will supervise the alcohol services at all times and will ensure that no guests are served enough alcohol to impair their judgment or ability to function, and that no minors are served any alcohol. The renter remains responsible for the well-being and behavior of all attendees.
- Food and non-alcoholic beverages must also be displayed and served at any time when alcoholic beverages are available. We also recommend that pitchers of water be available throughout the area.

NO ALCOHOLIC BEVERAGES OTHER THAN WINE AND BEER MAY BE SERVED.

9. **FOOD AND DRINKS:**

Please restrict all food and drink to the **kitchen, foyer, conference room, and outdoor areas**. Any spills must be cleaned up immediately. Your host or hostess will be happy to get you the necessary cleaning supplies.

10. **USE OF THE KITCHEN:**

If you arranged to use the kitchen, you may use any of the equipment and appliances in it. You must supply all of your own consumables, for example: paper plates, plastic cups or silverware and napkins. We have tablecloths which you may use at an additional fee.

Before you leave, please be sure that all of our dishes and utensils are washed, dried, and put away, that anything you put in the refrigerator is removed, that all counters and tables are wiped and dry, that the coffee pots are unplugged and the stove is turned off, and that the floor is swept.

There is **no garbage disposal** and the church is on a septic system.

All **garbage** is to be bagged and placed in the marked trash receptacles.

11. **SMOKING:**

No smoking is allowed in the building. Smoking is **allowed only** in the designated outdoor areas at the sides of the building. Smoking materials are to be disposed of in the containers provided.

12. **ANIMALS:**

No animals except service dogs may be allowed in the building.

13. **DELIVERIES:**

Please be aware that the church **office is staffed on a part-time basis**. Therefore, you will need to coordinate with church staff for any deliveries of your flowers, food, or other supplies. While we will be happy to accept these items on your behalf when church staff is present, we assume no responsibility for them.

14. **TELEPHONE:**

The wall phone in the kitchen is available for **LOCAL CALLS** use. The phone number is 850-475-9077.

Incoming calls may be answered by the church answering machine, which is in the church office and will probably be locked during your use of the building. Therefore, please do not rely on being able to accept voicemails.

15. **EMERGENCIES:**

Your Event Host knows who to call in an emergency. If you must make an emergency call yourself, **call 911**. You will find other emergency contact numbers posted by the kitchen telephone.

**Thank you for using our facility for your event.
We hope this information will help you to have a great event.**

If you have any questions, please ask the office staff or your Event Host.

We want your experience with us to be a memorable and pleasant one!

Unitarian Universalist Church of Pensacola (UUCP)

Rental Agreement

(State of Florida)
(County of Escambia)

This is a rental agreement between the Unitarian Universalist Church of Pensacola (UUCP) and _____, (individual) representing _____ (group or organization) for the rental of UUCP facilities as described below located at 9888 Pensacola Boulevard, Pensacola, Florida.

In exchange for fees stated below, UUCP agrees to allow the above renter the use of certain of its rooms, spaces and equipment during the period(s) specified below for the purpose of:

Date(s):	Beginning Time(s):	Ending Time(s):	Entered:

ROOMS/SPACES & FEES:

Sanctuary \$	Library \$	Nursery/Preschool Rooms \$
Conference Room \$	Kitchen \$	Classrooms \$
Foyer \$	Other (ex: Gardens) \$	

Total Rooms Rental Fee \$ _____ (per) _____

Holding Deposit of 30% of Rental Fee payable at time of signature: \$ _____

Security Deposit (refundable) \$ _____

Grand Total \$ _____

Balance of room rent & security deposit \$ _____ due by (date) _____

OTHER FEES WHICH MAY APPLY:

\$30 Key Deposit (refundable) due _____

Event Host Fee of \$15 per hour payable directly to the UUCP Event Host.

CANCELLATIONS and REFUNDS:

If an event is canceled by the renter on **or before ten (10) days** of the event, _____ all fees and deposits will be refunded.

If an event is canceled by the renter **less than ten (10) days** of the event, the Holding Deposit of \$_____ will not be refunded. Other fees which may have been paid will be refunded.

It is preferred that cancellations be in written form.

Refunds are processed as soon as possible and renters should expect their refund within ten (10) working days.

FOR RECURRING EVENTS:

The event is:

_____ Weekly

_____ Monthly

_____ Other _____

This agreement is valid for four (4) uses and will expire (date) _____.

It may be renewed and terms renegotiated by mutual consent between the renter and UUCP.

DURING THE RENTAL PERIOD

(Renter – please initial each statement in the space provided)

- The renter agrees to accept full financial responsibility for any damage to the building, equipment and/or furnishings, and shall be strictly liable. _____
- The renter agrees to notify the UUCP representative (see below) or Event Host as appropriate of any damage or injuries that may have occurred. _____
- The cost of repairing damages in excess of the security deposit will be billed to the renter and are due upon receipt. _____
- The renter agrees to comply with all laws and regulations in force and applicable to the UUCP facilities and shall, at renter's own expense, procure any required permit or license. _____

- The renter agrees to accept full responsibility for any and all liability payments or other costs related to injury, accident, death or other occurrences caused by the use of alcohol or other drugs used or served by the renter or persons known to the renter or allowed access to the UUCP facilities. _____
- UUCP is not responsible or liable for any loss of property by fire, theft, breakage or otherwise, nor for any accidental damage to persons or property in or about the UUCP property for any cause. _____
- UUCP agrees to make the building/facilities and equipment available as agreed. In the event of conditions or events beyond UUCPs control which force the cancelation of this agreement, UUCP's liability will be limited to the full refund of all fees and deposits which may have been paid. _____
- **The renter has read and understands the parameters described in the "Rental Information and Fees" and "Guidelines for Building Rentals".** _____

By signing below, both the renter and UUCP agree to the terms and conditions stated above.

Print renter's name

Representing (group or organization)

Address (Street, City, State, Zip)

Telephone

Email

X _____

Renter's Signature

X _____

UUCP Representative Signature

Print UUCP Representative Name:

Distribution:	
RENTER RECEIVED COPIES OF:	
<input type="checkbox"/> Guidelines <input type="checkbox"/> Rental Fees/Information <input type="checkbox"/> Completed Rental Agreement	
Renter _____	Initials _____
UUCP _____	Initials _____

RENTAL CHECKLIST

(Check off as questions asked and forms filled)

WHO

_____ Member

_____ Non-Member

_____ Non-Profit

WHEN

(RECURRING? – Use New Checklist Each Event)

Date(s) Provided _____ . Expected Attendance _____

Time(s) Provided _____ . Special Set Up/Take-Down Req. (Time & Dates)

GENERAL QUESTIONS (ASK AS APPROPRIATE):

Will money be involved? As an admission? As a donation?

Any other 'vendors' working with the event – i.e. caterers, DJs, photographers/videographers/florists?

WHERE/WHAT

___ All Rooms & Spaces identified (if **Kitchen reserved** – the renter **understands there is no garbage disposal**).

___ Available on Calendar

___ Equipment needed (ex – Audio/Visual)

___ Host Needed

___ Contact and Confirm Host (any special skills needed?)

___ Move chairs/tables? Who is responsible?

___ **Waste: Only two trash receptacles are available.** (Labeled "Rental Use" and can be found in the rear storage closet). Once full, any overflow is to the responsibility of the renter. (Taken with the renter at the end of the event.)

Calculate Costs:

Apply Discount(s) if applicable

___ Rental

___ Deposit

___ Security Deposit

___ Key

- IF Appropriate** – a new & emerging program/service – submit a written proposal
- Meet w/ the Executive group Admin Team Date set _____. or email for speedy response)
- Proof of non-profit status (501.c3 Documents)

- RENTER RECEIVED COPIES OF: *Building Use Policy* and the following:**
___ Guidelines ___ Rental Fees / Information ___ Completed Rental Agreement

RECORD: Record any and all payments/deposit information on office copy of Rental Agreement.

PUBLISH: Post room(s) as unavailable in Simple Church (ex: Library / Private Event 1-4pm).

PER EVENT:

- Deposits
- Security
- Key _____
- Host compensated

AFTER THE EVENT:

- Cleaned and returned to pre-event condition.

REFUNDS?

- Email info to Treasurer if any refunds are needed.
 - FEEDBACK from Renter?** (perhaps use as promotional info on website)

Unitarian Universalist Church of Pensacola
Alcohol Use Policy

Distilled liquor may not be served or consumed on the UUCP Premises

Wine and beer only may be served in UUCP facilities under the following conditions:

1. Local, state and federal laws regarding alcohol use will be followed in every instance. It is the responsibility of the building user to comply with all applicable laws.
2. Alcohol may be served only to people who have reached legal drinking age, which is currently 21.
3. Food and non-alcoholic beverages must also be displayed and served at any time alcoholic beverages are available.
4. Alcohol may be provided only on a host basis. No cash bars are allowed.
5. When the UUCP facility is rented, the renter assumes full responsibility for the well-being and actions of all persons attending the event. In no event will the UUCP be liable for injuries or damages resulting from alcohol consumption on UUCP property during a rental use of the facility.

Adopted December 19, 2000

GUIDELINES FOR SUBMITTING ARTWORK TO HANG IN THE CONFERENCE ROOM

1. Artwork may only be submitted by members and friends of UUCP
2. To be included in a show, the artwork must conform to the following:
 - a. Subject matter is family friendly.
 - b. 2D art must be either canvas wrapped or framed with a wire hanger on the back (not a single metal loop or sawtooth hanger)
 - c. At this time, no unframed 2D art will be accepted
 - d. 2D art may not be more than 70" in circumference
 - e. Space dependent, artists may submit up to three pieces per show.
 - f. 3D art may be submitted, but weight and size constraints will be determined on a case by case basis. A table will be provided for 3D art.
 - g. If the artist wants the work(s) to be available for purchase, the price, along with the particulars, must be provided when brought to hang.
 - h. All transactions of sales will be strictly between the artist and the buyer. No staff member or church member will be involved with sales.
3. A children's show (under 17 years old) will be held at least annually, and all the same guidelines will be followed.
4. Artwork that is brought to the church after the drop-off date has no guarantee of being part of the show being hung.
5. If the artist sells a piece, s/he can replace it with another piece of art.

ARTWORK RELEASE AGREEMENT

I acknowledge that the Unitarian Universalist Church of Pensacola (UUCP) is permitting me to display my artwork at 9888 Hwy 29, Pensacola, Florida free of charge. I agree to the following:

1. I will remove my artwork promptly upon request.
2. Artwork that is not claimed within 30 (thirty) days of the request becomes the property of UUCP and may be disposed of in any fashion the church sees fit.
3. Drop-off day _____ Pick-up day _____
4. I acknowledge that UUCP has no liability or responsibility to protect my artwork from theft, fire, damage or destruction.
5. I will provide (at my own cost) whatever insurance coverage I feel is necessary with respect to my artwork, and I understand UUCP is not providing any such insurance coverage.
6. Any sales generated from hanging my artwork at the church will result in a 10% of the price donation to the church.
7. All sale transactions will be solely between me and the buyer. No staff member or church member may act on my behalf in selling my displayed artwork.

I release The Unitarian Universalist Church of Pensacola, its members, friends, employees, agents, contractors and representatives from any and all liability and responsibility for loss, theft, hereafter cause or casualty whatsoever, including without limitation the negligence of The Unitarian Universalist Church of Pensacola, or its members, friends, employees, agents, contractors and representatives. I further agree to provide, at my own cost, whatever insurance coverage with respect to my artwork that I deem desirable, and I acknowledge that The Unitarian Universalist Church of Pensacola, Florida is not providing any such insurance coverage.

Agreed to this _____ day of _____, 20__

Signed: _____

Witness signature _____