



# **BHARATIYA TEMPLE OF LANSING, INC.**

955 Haslett Road, Haslett, MI 48840

<http://lansingtemple.org>

Phone: (517) 339-6337

Tax Exempt ID: 38-2399465



## **Temple Premises Rental Policy**

The following parts of the temple premises are available for rental.

1. Main floor of the temple adjacent to the sanctum.
2. Basement Dining Area (excludes kitchen)
3. Kitchen
4. Outdoors

The current members of the Bharatiya Temple of Lansing (Temple) may rent the Temple premises for personal and private use subject to the following rules and regulations:

1. The main floor of the temple can only be used for religious and cultural events.
2. The sanctum of the temple will always be open for devotees. The renter can create private space for the function by closing the collapsible partitions.
3. Bereavement and memorial services cannot be held on the main floor within 13 days of demise.
4. The basement dining area, kitchen and outdoors of the temple can be rented for any public and/or private event. Various functions that can be conducted in the basement are birthdays, private concerts like antakshari and karaoke programs, bereavement and memorial services, anniversaries, etc.
5. Meat, eggs, fish and alcohol are not allowed on any parts of the temple premises.
6. Animal sacrifice is not permitted in the temple premises.
7. Bharatiya Temple of Lansing is a No-Smoking facility.
8. The Renter will comply with all state and local laws, regulations, and ordinances.
9. Fund raising at the temple is not allowed unless it is for the benefit of the temple itself and/or specifically sanctioned by the board of trustees.
10. The Temple provides reservations on a first come, first served basis, but it reserves the right to deny any reservations in cases where Temple related activities and functions require the use of the facility or the board of trustees determines that the function will not be in the best interests of the temple. Bookings can be made up to one year in advance.
11. Advertising, sale of merchandise, or distribution of printed material is strictly prohibited without prior written consent of the Temple Board of Trustees or their designee.
12. Reservations are not considered confirmed by the Temple or are binding to the Temple unless appropriate payments have been made.
13. For Confirmation of reservation, fifty percent (50 %) of total rent, along with a separate check for deposit for damages, must be paid to the Temple before a reservation is confirmed. The rest of the 50% should be paid at least 2 weeks prior to the event.



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## Temple Premises Rental Agreement

I, \_\_\_\_\_ (renter) am  
a member in good standing of the Bharatiya Temple of Lansing (Temple)

I wish to rent the following part(s) of the temple premises for a private function:

- Main floor
- Temple basement
- Kitchen
- Outdoors

The renter agrees to adhere to the attached Temple Premises Rental Policy.

The renter agrees to indemnify and hold the Temple, all trustees, all officers, other members, agents, and employees of the Temple harmless from and against any and all claims, damages, losses, liabilities, demands, costs, and causes of action of any nature whatsoever and from any expenses including attorney fees, arising, directly or indirectly, out of or as a result of the use of the facility by the renter and/or renter's guests, including bodily injury, sickness, disease or death, or injury to or destruction of tangible property, including termination of rental agreement and loss of use resulting there from.

The Renter will have the responsibility to have and/or purchase adequate insurance to protect himself/herself, guests, and the Temple for any and all damages arising out of or as a result of the use of the Temple facilities.

Any advertising, sale of merchandise, or distribution of printed material is strictly prohibited without prior written consent of the Temple Board of Trustees or their designee.

Admission charges or collections are strictly prohibited without prior written consent by the Temple Board of Trustees or their designee.

The Renter undertakes to enforce and preserve the sanctity of the Temple. E.g.:

Leaving the Shoes in the designated area

No consumption of food in the prayer hall on the first floor of the Temple.

The Temple premises must be fully vacated latest by 12:00 midnight.



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If the main floor of the temple is rented then the Sanctum area and the open space (west of the draw curtain) is not included in the rental, and these two areas will remain open to the general public during the regular Temple hours.

The renter will restore to original arrangement any furniture and/or equipment and/or furniture moved.

The Temple facilities must be returned in the original state of cleanliness. All decorations put up by the renter must be promptly removed without any damage to the Temple property. Garbage must be properly bagged for disposal and disposed of in the garbage dumpster. If the Temple is not left in the same state of cleanliness, the Temple management will have the right to get the Temple professionally cleaned at the expense of the Renter.

Elevator is for limited use only. It shall not be used as freight elevator. (No material transfer to basement is allowed via elevator)

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Signature and date

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PRINT NAME

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(Address)



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## TEMPLE RENTAL CHARGES

	Up to 4 hours	Full day
Main floor	200	300
Basement dining area	200	300
Kitchen	200	300
Outdoors	200	300

Set up time charges will be @ \$25.00 per hour.

**CANCELLATION CHARGES:** The following cancellation fee(s) will be applicable:

- A. 31 days prior to the date of usage, all of the deposit amount will be for an administrative fee of \$25.00
- B. 30 to 16 days prior to the date of usage, 50% of the rent and full damage deposit will be refunded.
- C. 15 to 8 days prior to the date of usage, 25% of the rent and full damage deposit will be refunded.
- D. 7 days or less prior to the date of usage, only the damage deposit will be refunded.

The deposit will be returned in full after the function, if the premises are found in a satisfactory condition after inspection. If damages exceed \$100, the Renter explicitly agrees to be responsible for all costs including labor, materials, and other expenses necessary for repairs.