

Renting Space at the First Haitian Baptist Church of Orlando (FHABCO)

First Haitian Baptist Church of Orlando has rooms of various sizes and configurations available for rent by organizations and individuals. Our historic building is a warm, inviting place to hold meetings, conferences, trainings, banquets, weddings, parties, and other events, and is fully wheelchair accessible.

Rental Availability

The church rents rooms to outside groups on a space available basis. So, if you or your organization are looking for space for a meeting, conference or an event, consider our facilities. Call us at 407-578-6988 or E-mail us at mariejo@fhabco.org to determine if space is available when you need it.

Location

First Haitian Baptist Church of Orlando is conveniently located at 4701 Lenox Blvd, Orlando, FL 32811, about 10 minutes to Universal Studios and easily accessible by major freeways as well as by public transportation.

First Haitian Baptist Church of Orlando, Inc.
 Antoine Villard Fils-Aimé, Senior Pastor
 4701 Lenox Boulevard, Orlando, FL 32811

RENTAL AGREEMENT

Full Name: _____ Phone: _____

Current Street Address: _____ City: _____ State: _____ ZIP Code: _____

Event Date: _____ Type of Event: _____ Time of Event: _____

Please check item(s) needed:

- Kitchen**
(Oven, warmer, gas, utilities)
- Fellowship Hall**
(Tables, chairs, stage, lights)
- Sanctuary**
(Sound equipment + operator, piano)

Notes :.....

 Requests :.....

Damage deposit: _____ (Cash ONLY- See Damage Return Policy) Paid on: _____ Received by: _____

Rental fees : _____

Balance due : _____ (payable on _____)

Office Use Only :

Please initial after reading each statement:

- _____ **Date Reservation/Damage Deposit:** A deposit equal to 40% of the rental fees is required to reserve a date and will also serve as damage deposit which will be refunded in full if premises and equipment are left clean and undamaged.
- _____ **Refund Policy:** Deposits are refundable if notice is given at least 15 working days prior to the event. All damage deposits not collected 90 working days after the event will be donated to the FHABCO Community Center.
- _____ **Payment:** The payment for the rental is due 10 working days prior to the event. If a confirmed event is not paid in full 10 working days prior, \$50 will be deducted from the damage deposit every day that the payment is late.
- _____ **Decoration Rules:** All decorations must be approved by the church's administration. The renter is responsible to remove all decorations after the event. Failure to do so will result in a deduction of at least \$50 from the deposit.
- _____ **Noise Level:** It is the renters' responsibility to ensure that noise levels do not exceed 55 decibels as required by Orange County noise and vibrations control ordinance.
- _____ **Liability:** Our administration is NOT liable for loss incurred by fire, theft or injury. Alcoholic beverages are NOT accepted on the premises, including the parking lot.
- _____ **Cleaning:** If the premises are left unclean, there will be a minimum deduction of \$50 from the damage deposit.
- _____ **Time:** All renters must leave the building prior to 11 P.M. Starting from 11:01 P.M., \$50 will be deducted from the damage deposit every 30 minutes.
- _____ **Alcoholic Beverages:** Use of tobacco, alcoholic beverages, and illegal drugs are not allowed on the church grounds, either in the buildings or on the grounds. The person renting the building is responsible for enforcing this policy. Should this policy be broken, the renter forfeits his/her deposit and the function immediately terminated.
- _____ **Set up time:** Renters are allowed to enter the premises four (4) hours prior to the scheduled time of the event. Otherwise, the deposit will be used to adjust for an all day rental.

Declaration

I, _____, hereby declare that I have read and understood the above rules set by FHABCO's administration and I agree to comply with the terms and conditions. I also agree that I am responsible for the repair of any damages which occur during my use of the building including, but not limited to, breakage of furniture and damage to church property.

Signature: _____ Date: _____ Accepted by: _____

FHABCO RENTAL PRICING

Price for Events				
Kitchen	\$ 200.00		\$900	\$1,400
Fellowship Hall	\$ 800.00	\$1,300		
Sanctuary	\$ 600.00			

Price for Concerts and Crusades		
Fellowship Hall	\$ 800	\$ 1,700 (all day)
Sanctuary	\$ 400	\$1,000 (all day)

Price for FHABCO Members		
Kitchen	\$ 125	\$300
Fellowship Hall	\$ 200	
Sanctuary	FREE	

Price for Funerals		
Fellowship Hall	\$ 800	\$ 1,200
Sanctuary	\$ 550	

BINDING