

**Unitarian Universalist Fellowship of Galveston County  
Building Use Agreement for One-Time Use**

(Name of Individual or Group) \_\_\_\_\_  
is scheduled to use the UUFGC building on (Date) \_\_\_\_\_  
from (Time) \_\_\_\_\_ until \_\_\_\_\_ for (describe the event)  
\_\_\_\_\_.

Rental fee for this event will be waived.

The following individual will be the contact person for the group renting the building:

Name \_\_\_\_\_ Phone number \_\_\_\_\_  
Email: \_\_\_\_\_

The following individual will be the contact person for UUFGC:

Name \_\_\_\_\_ Phone number \_\_\_\_\_

Please attach the rental fee as well as a separate check for the \$50 deposit. If no additional cleaning is required after this event, the deposit will be returned when the building key is returned. The rental fee and the deposit should be given to  
(Person) \_\_\_\_\_ representing UUFGC no later than  
(Date) \_\_\_\_\_.

The group's contact person will receive a key to the building from  
\_\_\_\_\_ On (Date) \_\_\_\_\_ and  
Will be responsible for returning the key to \_\_\_\_\_ no  
later than (Date) \_\_\_\_\_. In the event of a lost key, the group  
renting the building will be required to pay a re-keying charge.

Authorized signature of rental group \_\_\_\_\_  
Date \_\_\_\_\_

Authorized signature of UUFGC \_\_\_\_\_  
Date \_\_\_\_\_