We are providing this information to you because you are thinking about using our church facilities.

We are honored that you are considering the use of our church, whether for your one-time event or your group’s regular meetings.

Any time our church’s facilities are being used by organizations or persons that are not owned and/or managed by us, leases or facility use agreements are needed. Unintentionally, things may occur while the property is in your custody which are not strictly the responsibility of our church.
The Need for Insurance

For your request, we require a facility use agreement. Common features of this agreement are: (1) terms of indemnity (2) requirements to prove insurance coverage, and (3) requirements that the church and our officers be named as additional insureds. Indemnity language assures that the tenant (you) is responsible for things that happen due to tenant’s use of the building, and that the tenant will defend the church and make it whole for any claims.

Proof of insurance demonstrates the financial means to back up the indemnification. Additional insured status ensures that the insurance policy will back up the promise of indemnification.

An insurance product that can be purchased when a third party does not have their own insurance coverage and wishes to use our facility is a Tenants Users Liability Insurance Program (TULIP). This coverage allows you to obtain liability insurance specifically for the use of our church. TULIP allows you to purchase a low cost general liability product to cover your liability related to the utilization of our church, protecting you as well as us by providing a layer of insurance protection and including the church as an additional insured.

A simple, short application is enclosed. Coverage is subject to approval of the application and receipt of premium payment. We are more than happy to assist you in processing the request through our Insurance Board agent.

Once again, thank you for considering the use of our church. We hope this information has been helpful. Please let us know if you have any questions.