

## Louisiana Baptist Convention

### Missions & Ministries

#### Disaster Relief

P.O Box 311, Alexandria, LA 71303

Office: 318-449-4280 Fax: 318-449-4346

### SHOWER UNIT AGREEMENT

It is understood by all parties that the primary purpose of this unit is Disaster Relief. In the event that a natural disaster does occur, all reservations and usages will be immediately canceled. In this event, the cancelled party will have priority in a future reservation and will be refunded, or any monies previously invested will be applied toward a future reservation.

We the borrowing party, \_\_\_\_\_

Agree to the following stipulations as set forth by Louisiana Baptist Convention Disaster Relief

1. A **\$200.00 deposit** must be in the hands of Missions and Ministries office, two weeks prior to the delivery of the unit. If the unit is cleaned and damage free, according to the standards enclosed, **\$100.00** of the deposit will be returned to the borrower. A Louisiana Baptist Convention Disaster Relief representative will determine if cleaning standards have been met.
2. There will be a towing fee of **\$1.00 per mile** to and from the usage site. This fee must be received in our office two weeks prior to the delivery of the unit.
3. The attached **Hold Harmless Agreement** must be signed, notarized, and returned to Louisiana Baptist Convention, Missions and Ministries office with the **\$200.00** deposit.
4. LBC Disaster Relief is not to be held responsible for any damages or injury that may be incurred in the use of this unit. All such cost is the responsibility of the borrowing party.
5. Any damage to the unit, while in the possession of the borrower, becomes the borrower's responsibility to repair. If unable to repair, the borrowing party will be billed for all labor and supplies needed to return the unit to operational standards.
6. The borrower agrees to replace all materials and fuel used during operation. (ie. Liquid Propane, Towels, Soap, etc.)
7. The borrowing party is responsible to have someone on site to assist the Disaster Relief representative to help in the set up and disassembly of the unit. Failure to provide such help will result in the cancellation of the use of the unit.
8. The Shower Unit must be checked-in on delivery and checked-out on exit by both the Disaster Relief representative and the responsible party of the church/organization using the unit.
9. Water and electrical hook up must be within fifty feet of the Shower unit upon delivery.

**BORROWING PARTY:**

We are in full agreement with the stipulations as set forth in this document.

Borrower \_\_\_\_\_

Date of Reservation \_\_\_\_\_

Dates of Usage \_\_\_\_\_

Location of the Event \_\_\_\_\_

Address of the Event \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**CONTACT INFORMATION:**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Positon at Church/Organization \_\_\_\_\_

I, \_\_\_\_\_, a representative of

\_\_\_\_\_

Agree to the terms set forth in the Louisiana Baptist Convention Disaster Relief Shower  
Unit Agreement and Cleaning Procedures.

\_\_\_\_\_

Signature of Representative

\_\_\_\_\_

Date

### CLEANING PROCEDURES OF SHOWER UNIT

The Shower Unit should be cleaned at least once daily, but more often depending on the amount and type of use. In addition to cleaning, the shower stalls and floors are to be sanitized daily. Please keep a log of the number of showers taken, cleaning times, and any work performed.

- Pick up all trash and clothes from Stalls and Floor. (Left over soaps, rags, loofas, Band-Aids, etc.)
- Empty trash cans and replace liners
- Empty Washing Machine and Dryer of clothes or towels
  - Clean lint trap
  - Clean any spilt soaps or detergent. Water and a rag should be all that is necessary
- Clean Shower Stalls
  - Use a brush and/or rag and a bathroom cleaner on the walls, floor, and shower curtains
  - Use a sanitation mixture after cleaning to prevent the spread of infections. One cup of chlorine bleach to one gallon of water. Spray onto the walls, floor, and let sit for 30 min before rinsing off.
- Rinse walls and the shower head with water.
- Wipe down all doorknobs, chairs, handles, and used surfaces to keep everything clean.
  - Use Clorox wipes or a soap mixture with a rag.
- Sweep and Mop floors.
  - Pin Sol Cleaner or equivalent. 3 oz. cleaner per gallon of water.
- Dryer Trap should be cleaned out after every use.

For any problems, please call Missions and Ministries Disaster relief office at 318-449-4280 during office hours. After officer hours, contact Gibbie McMillan at 318-446-0724.

## **Checklist**

\_\_\_\_\_ Trash in Shower Area

\_\_\_\_\_ Trash in Laundry Area

\_\_\_\_\_ Trash Cans

\_\_\_\_\_ Empty Washer and Dryer

\_\_\_\_\_ Lint Trap

\_\_\_\_\_ Spilt Detergents

\_\_\_\_\_ Clean Shower Stalls

\_\_\_\_\_ Sanitize Shower Stalls

\_\_\_\_\_ Rinse Shower Stalls

\_\_\_\_\_ Wipe Down

\_\_\_\_\_ Sweep

\_\_\_\_\_ Mop

\_\_\_\_\_ Log Number of Showers Given

Log Sheet:

Date	Number of Showers	Cleaning Time

Notes of Repairs:

## Rental and Hold Harmless Agreement

This **HOLD HARMLESS AGREEMENT** is made on \_\_\_\_\_(date) by and between Louisiana Baptist Convention Disaster Relief (hereinafter LBCDR,) and \_\_\_\_\_ (hereinafter, "Renter"). LBCDR and Renter are sometimes referred to as "Party" and collectively referred to as the "Parties."

Whereas, Renter desires to use LBCDR property on start date of \_\_\_\_\_(date) and with an end date of \_\_\_\_\_(date); and whereas, in exchange for making the property available to the Renter for such purposes, Renter agrees to hold harmless LBCDR from any claims and/or litigation arising out of the Renter's use of the property.

Now therefore, in consideration of the mutual covenants and conditions contained herein, LBCDR and Renter agree as follows: **TERMS**

**1. Hold Harmless:** Upon Renter's use of the property by any of its employees, agents, invitees and/or volunteers for the purposes specified herein, Renter shall defend, indemnify, and hold harmless LBCDR from any and all actual or alleged claims, demands, causes of action, liability, loss, damage and/or injury (to property or persons, including without limitation wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of or incident to any acts, omissions, negligence, or willful misconduct of Renter's use of the Property. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees, and related costs or expenses, and any reimbursements to RHM for all legal expenses and costs incurred by it.

**2. Authority to Enter Agreement:** Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

**3. Amendment; Modification:** No supplement, modification, or amendment of this agreement shall be binding unless executed in writing and signed by both parties.

**4. Waiver:** No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual right by custom, estoppel, or otherwise.

**5. Attorney's Fees and Costs:** If any legal action or other proceedings is brought in connection with this Agreement, the successful or prevailing Party shall be entitled to recover reasonable attorney's fees and other related costs, in addition to any other relief to which the Party is entitled.

**6. Entire Agreement:** This Agreement contains the entire agreement between the Parties related to the matters specified herein, and supersedes any prior oral or written statements for agreements between the Parties related to such matters.

**8. Statement of Understanding:** Upon my below signature I understand and agree to uphold the standards of LBCDR regarding its policy as a drug free, alcohol free, and tobacco free establishment.

Louisiana Baptist Convention Disaster Relief Agent: \_\_\_\_\_(staff name)

Renter: Name: \_\_\_\_\_ (lessee's signature)