

Shared Facility Agreement

_____ United Methodist Church &
_____ United Methodist Church
hereby covenant to enter the following agreement:

1. The Churches will share the facility located at _____ UMC, _____.
_____ – _____ UMC will have sole use of the parsonage.

2. A committee consisting of each Lay Leader, Lay Member of Conference, Trustees President, Treasurer, Church Council President, PPRC Chairperson and the Senior Pastors will serve on the Coordinating Committee. If any person holds any of those offices named above, the Pastor of that church will appoint an additional member of the Coordinating Committee from among the active members of the church.

3. Ownership of the property will remain with _____ UMC.

4. Expenses for operating the property, including:
 1. Electricity
 2. Heat
 3. Lawn care
 4. Snow/ice removal
 5. Minor maintenance (less than \$500 each.)
 6. Water and sewer
 7. Damage to the property or equipment
 8. Other

will be paid by _____ UMC, plus there will be an additional \$1,000 per month contributed by _____ UMC to _____ UMC to assist that congregation in meeting its payments of Shared Ministry Fund, Salaries, Property Insurance, Health Insurance, and Pastor's Pension.

5. The Coordinating Committee will coordinate the usage schedule for the facilities and equipment. The Sanctuary shall be reserved for use by the _____ UMC on Sunday mornings. The Sanctuary shall be reserved for use by _____ UMC from _____ PM to _____ PM on Sunday afternoons.

Other building usage will be based upon an advance schedule (which shall be determined prior to the 5th day of each month, for the following month's schedule). Other areas of the facility will be used as follows:

6. The Churches will cooperate to create a building security plan.
7. The Churches will hold services/programs together at least six times per year.
8. Property and Liability insurance will be secured through the GNJAC conference program.
9. The Churches will work cooperatively on building maintenance, improvements and repairs.
10. The _____ Church will invest its funds in improvements and repairs, but such work will be approved in advance by the Trustees of both _____ UMC and _____ UMC.
11. Any equipment and/or supplies that are brought into the building by _____ UMC will continue to belong to _____ UMC.
12. This is the binding "skeleton outline" of the agreement as of this date. It may be amended and completed within 60 days of signing this agreement.
13. This agreement shall be binding for one year July 1, ____ - June 30, ____
14. This agreement shall become effective upon approval by a Charge or Church Conference of both _____ UMC and _____ UMC.
15. If either Church shall fail to exist, the agreement shall be binding upon any successor UMC to its rights and responsibilities.
16. Safe Sanctuary Policy (include church's safe sanctuary policy provision).
17. Nothing in this agreement shall be understood to be violating any provision of the 2012 *Book of Discipline*, and this agreement is subject to

approval by the District Committee on Church Building and Location and the District Superintendent.

Date _____ _____ UMC
Trustee, Host Church

Date _____ _____ UMC
Trustees, Host Church

Date _____ _____ UMC
Trustee, Sharing Church

Date _____ _____ UMC
Trustees, Sharing Church

This is a sample agreement. Please have your legal counsel review this agreement.

SAMPLE