

Pleasant Hill Community Church Missionary Annex Usage Policy

The Missionary Annex (Annex) will be made available under the following guidelines:

Priority of usage

Priority will be given to requests for the Annex in the following order:

- 1) Active Missionaries currently supported by Pleasant Hill Community Church
- 2) Active Missionaries who are not currently supported by Pleasant Hill Community Church
- 3) Christian workers in other ministries
- 4) Families from Pleasant Hill Community Church who are in transition
- 5) Families from the community who are in transition

Terms of usage

The annex will be available on a first requested first served basis following the priority status listed above. Scheduling and reservations will be made through the Pleasant Hill Community Church Office.

The Annex will be made available for \$25.00 per day or \$750.00 per month.
(Those staying for a month or more will also agree to pay utilities).

The Annex will be available for up to 6 months for Missionaries and Christian workers.
(This can be extended in unique circumstances.)

The Annex will be available for up to 3 months for transitional housing. (We will assess the situation at the end of three months to see if additional time is needed. The maximum stay for transitional housing will be 6 months.)

The Annex will be limited to a family of 6. (Some exceptions may be made on a case by case basis.)

The Annex is for one family only. There are no exceptions this part of the policy. Violation of this aspect would result in immediate eviction, loss of security deposit and loss of that months rent.

Phone service will be the responsibility of those using the Annex.

An antenna is provided for TV.

While in the Annex it will be the responsibility of the "tenant" to keep the house clean and to report any damage or disrepair to the church office. The "tenant" will agree to pay for any damage that is due to their own neglect or irresponsibility.

The Annex is a non-smoking facility.

There will be no pets of any kind allowed in the annex.

Pleasant Hill Community Church rights and responsibilities

Pleasant Hill Community Church will provide a cleaning crew to make sure the Annex is prepared for occupation.

Pleasant Hill Community Church will provide snow removal and basic lawn care.

Pleasant Hill Community Church will inspect the Annex following departure and reserves the right to not refund the security deposit for damages and disrepair deemed to be caused by the tenant.

Pleasant Hill Community Church reserves the right to choose who will or will not be able to make use of the Annex.