



MASJID FATIMA AL ZAHRA

FACILITIES USE POLICY AND REGISTRATION FORM

RENTER INFORMATION

First Name: _____ Last Name: _____

Organization Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Email: _____

Purpose: _____ - _____

Event Date / Start Time: _____ End Date / Time: _____

Recurring Event: ☐ YES ☐ NO Recurring Dates / Time: _____

No. of Guests/Participants: _____

APPROVAL / PERMISSION POLICY

Masjid Fatima Al Zahra reserves the right to grant, deny or cancel permission for facilities use request (any donations for the cancelled event will be returned upon request). IALI programs/events take priority over any facilities use request.

DONATION FOR FACILITY USAGE

Suggested **donation for facilities use is \$350**. This amount can be waived by either the President or the designated person in charge of facilities use for requests received for educational (religious) purposes, or the organization/person cannot afford to pay such amount.



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AUTHORIZATION / RELEASE:

On behalf of all guests/participants, I hereby release, discharge and agree to hold harmless Masjid Fatima Al Zahra its officers, volunteers, administrators and other representative from any and all claims, demands, cost, expenses and compensation arising out of or in any way related to any injury or other damage that may result while on premises.

Furthermore, I assume all risks incidental to the use of said facilities and shall be solely responsible for any and all accidents and injuries to persons (including death) and/or property damage arising out of or in connection with its activities and use of facilities.

I ACKNOWLEDGE AND AGREE TO ABIDE BY THE FOLLOWING:

- It is my responsibility to take proper measures to prevent any untoward incidence, ensuring the safety of participants/guests.
- If approved, authorization will be for a nonexclusive use of facilities. No activity will be conducted which interferes with the normal operation of the Masjid including prayers, classes, and regularly conducted events.
- All activities conducted will be in accordance with basic Islamic principles and in observance of the laws of the United States of America.
- Everyone must be mindful of neighbors, no loud conversations and sports outside after 9PM.
- All attendees must behave in a dignified and respectful manner inside the premises, observing all manners of generally accepted masjid etiquette. All attendees will dress in a manner that is dignified and respectful of the house of Allah (SWT).



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- Privacy of sisters in the prayer hall downstairs must be ensured, especially during prayer times.
- Use of sound system (mic, etc.) is not allowed unless it is authorized by the President.
- Only designated area(s) will be used.
- Food and drinks are **NOT** allowed in the main prayer hall upstairs (main floor). Only downstairs area can be used for food. Mats are provided and must be used when eating food in the carpeted area downstairs.
- If allowed to use the kitchen, adherence to the "Kitchen Use Policy" is required.
- Upon completion of the event, the facility and all property must be returned to the same state of maintenance and cleanliness as before.

Name: _____ Signature: _____ Date: _____

OFFICE USE ONLY:

Donation Amount Received: _____ or Waived: _____

Approved By: _____ Title: _____ Date: _____