

Shree Vaishnav Parishad Harrisburg (SVPH), PA: Doc: 01.01.2025

Two halls are available for reservation and renters are subject to terms and conditions below.

1. Reservation Criteria:

- i. The Upper Hall is exclusively reserved for Shree Vaishnav Pitresthi and (SVPH) Temple events only. Lower (Basement) Hall can be reserved for all other purposes.
- ii. If any SVPH/Temple event coincides with the reservation date. SVPH reserves all right to proceed with the scheduled SVPH/Temple event with minimal disturbance where possible. SVPH shall not provide any discount on Rental fees or Security Deposit because of this coincidence.
- iii. Access to the reserved hall for decoration purposes is permitted one day before the scheduled program. If used for more than permitted time, it will count as reservation.

2. Hall Decoration and Music Guidelines:

- i. In the Upper Temple Hall, posting pictures and banners is prohibited.
- ii. Decoration is allowed in the Lower Hall.
- iii. Puncturing the walls with nails or screws for decoration purposes is strictly prohibited.
- iv. Music other than instrumental cultural music and/or bhajan/kirtan are strictly prohibited.

3. Social Media Guidelines:

- i. Publishing contents (including images/videos) of the event during the reservation period to the personal blog, channel, profile is acceptable.
- ii. To publish contents (including images/videos) of the event during the reservation period to any professional/business or similar looking blog, channel, profile, and/or page is strictly prohibited unless a written consent from SVPH or if the renting party is the owner of such group and renting in professional/business capacity.
- iii. Publishing SVPH events (events organized by SVPH) is strictly prohibited even the SVPH event(s) coincide with the reservation.
- iv. The contents (including images/videos) of the event during the reservation period should be decent and must not include profanity, harsh language and must be appropriate for all ages of audience.

4. Food Regulations:

- i. Prohibited food items on the Temple's property are including but not limited to non-vegetarian food, fishes, meat, eggs, animal products, alcohol, tobacco products, illicit drugs, onion, garlic, mushrooms, and/or food items that contain fore-mentioned ingredients. Allowed animal products are milk, milk products, honey (ask SVPH representative if you have further questions).
- ii. Violations to food regulations will result in termination from coordinating further events.

5. Financial Transactions:

- i. Only the 501(c) certified organization SVPH is authorized to accept donations in the temple premises.

- ii. No business activities or collection of donations, cash, or any monetary value is allowed during the reservation period.

6. Usage Restrictions:

- i. The main garbha-griha & Yogiraj Swamiji Bighra Kuti are not available or to be used for any purpose during the rental period.
- ii. All used facilities must be thoroughly cleaned, including bathrooms, hallways, parking spaces, and other utilized areas. Failure to do so will result in an estimated cleaning fee.

7. Trash Management:

- i. If the rental period exceeds 3 days, the renting party is responsible for managing their trash.

8. Equipment Usage:

- i. Rented cookware must not be used in conjunction with personally owned cookware and utensils.
- ii. Any equipment or utensils rented must be returned in its original condition.
- iii. Failure to return in its original condition will result in:
- iv. Deduction on security deposit to replace the damaged item.
- v. Equipements and/or Cookware are only available for Upper Hall reservations.

9. Damage and Liability:

- i. The renter should reimburse the full payment for any damages to rental items.
- ii. Any damages to SVPH property or missing items will be the responsibility of the renting party.

10. Overnight Stay Responsibilities:

- i. If staying overnight, the renting party is responsible for taking care of the temple property, cleaning used areas, turning off lights, and ensuring the premises are properly secured.

11. Safety and Liability Disclaimer:

- i. **SVPH is not liable for any injury or loss during the rental period.**

12. Security Deposit & Rental Fees:

- i. Rental fee must be paid at least 50% during the initial form sign & remaining balance 5 days before the event.
- ii. To ensure the protection of our premises, a security deposit is required for all hall rentals:
- iii. The security deposit amount is due upon confirmation of the reservation and must be paid along with the rental fee.
- iv. Any damages to the property, missing items, or failure to clean the used areas in alignment with our policies will result in deductions from the security deposit.
- v. If everything aligns with our rental policy and all utilized areas are cleaned without damages or issues, the renter will receive a 100% refund of the security deposit.

- vi. SVPH reserves all right on the assessment of its property and deduct the amount from the security deposit that it deems necessary for repair/replacement of the damage, if any. If the repair/replacement cost is more than the security deposit, SVPH holds the right to bill an additional amount to the renting party to cover the cost.
- vii. Make check payable to: SHREE VAISHNAV PARISHAD HARRISBURG
- viii. or Zelle at DONATE@SVPHARRISBURG.ORG (include your name, Upper/Lower(basement) Hall, date of reservation in the Memo for zelle payment)
- ix. SVPH requires Event insurance or Home insurance for rentals longer than 3 days.
- x. Fee structure:

RESERVATION FEES

LOWER HALL

SECURITY DEPOSIT: (Returnable after property assessment on reservation completion)

- 1-3 days program \$500.00
- 3+ days program \$1,000.00

RENTAL FEE PAYMENT:

- 50% of rental fee payable due on initial form signing and remaining balance not less than 5 days to event commencement.

FEES BREAKDOWN:

Time	Member* Fees	Non- member Fees
1-3 Days	\$ 450/day	\$ 650/day
3+ Days	\$ 415/day	\$ 615/day

UPPER HALL

SECURITY DEPOSIT: (Returnable after property assessment on reservation completion)

- 1-3 days program \$500.00
- 3+ days program \$1,000.00

RENTAL FEE PAYMENT:

- 50% of rental fee payable due on initial form signing and remaining balance not less than 5 days to event commencement.

FEES BREAKDOWN:

Time	Member* Fees	Non- member Fees
1-3 Days	\$ 500/day	\$ 700/day
3+ Days	\$ 475/day	\$ 675/day

ADD-ON LOWER HALL (*Must be used with conjunction of Upper Hall Reservation, otherwise see above*)

SECURITY DEPOSIT: (Returnable after property assessment on reservation completion)

- 1-3 days program \$ 750.00
- 3+ days program \$ 1,500.00

Time	Member* Fees	Non- member Fees
1-3 Days	\$ 300/day	\$ 400/day
3+ Days	\$ 275/day	\$ 375/day

* Member means Founding Members, Lifetime Member or 3+year of Dollar A Day Member.