



Sri Ganesha Temple
OF HINDU CULTURAL CENTER OF TENNESSEE
Tel: 615-356-7207 • Fax 615-353-9346
www.ganeshatemple.org • Email: admin@ganeshatemple.org
Temple Location: 527 Old Hickory Blvd. (In Bellevue Area) • Nashville, TN 37209
Mailing Address: P.O. Box 210705 • Nashville, TN 37221-0705

Policy for Facility usage on Walk-in basis

Occupancy Rates (all rates are in USD)

Deposit (only Check / Cash)	\$50		
Prasadam Hall (Two hours)	\$50	Each Additional Hour	\$25
Auditorium (Two Hours)	\$100	Each Additional Hour	\$50
Short Stay Suites (Four Hours)	\$50	Each Additional Hour	\$10

Facility Policies:

1. Facility usage is available to Members and devotees for religious, cultural or educational events.
2. Use of Facilities on a walk-in basis is only available from 8am-8pm, Please plan your event accordingly. For use outside this time frame approval is needed and additional charges apply.
3. It is the Devotees responsibility to return the Facility in the condition in which they were provided.
4. Use of tables and chairs is included in the Auditorium and Prasadam Hall reservation, but SETUP IS NOT.
5. Use of the Audio system is included in the Auditorium fee. Personnel are not provided.
6. Video equipment is not available. Projection Screen is available for use.
7. A cleanup fee up to \$100 may be imposed for excessive dirtying of the premises.
8. Smoking and / or Consumption of eggs, meat/meat products and /or alcohol is strictly prohibited on the Temple grounds. Any person or group found responsible for breaking that policy will be **fined \$1000 for the same.**
9. No pets are allowed. No guns or arms are allowed on the Premises.
10. No Decorations are allowed in short term usage.
11. Please work with front desk during the temple working hours to coordinate HVAC operations for the event.
12. No vendors or sale of Products or services are allowed or included in this reservation fee.
13. No outside Priests are allowed for performance of Pooja Services in the Auditorium.
14. Table cloths and dinnerware rental is available for an additional fee.

Payment and Availability Policy:

1. Availability is on a First come First serve basis.
2. A signed Agreement to abide by the policy is required at the time of usage. Signature below also releases Sri Ganesha Temple from any or all Liability that may arise from the use of the Premises.
3. Full fee is payable before to gain access to the Auditorium, Prasadam Hall or Short Term suites. Deposit check of \$50 is held and returned if no additional usage or damage occurs.
4. Deposit and usage fee can be paid in person via Check drawn in favor of 'Sri Ganesha Temple' or in cash. Usage fee can be paid via CC. If CC is used for deposit, refund of the deposit will be via check within 10 working days.
5. Verification of ID (Driver's License) is required at the time of handing over the keys.
6. Refund of Deposit Fee (after adjustments) will be made via original mode of payment.

Print Name: _____ Sign: _____ Date: _____