

Agreement for Using Church Facilities

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Reservation Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone (\_\_\_\_\_) \_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_ Zip Code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The purpose of reservation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount of Donation:\_\_\_\_\_\_\_\_\_\_\_\_

Agreement for Using Church Facilities:

Please turn this form directly & personally to Senior Pastor for approval (Or Vice Chair if Senior Pastor is not available)

As the occupant, I am responsible for the followings:

No smoking and drinking alcohol in the church property

No loitering/littering on church sanctuary

No foods and drinks in the sanctuary

No fighting or argument in the building

Be responsible for any injury or for my own damaged

Agree not to seek a lawsuit against the church and its members

Contribution agreement, if it approved

A donation of $200.00 as gift for using the chapel, fellowship hall, and kitchen per party.

User (s) are to clean up all facilities, lock all doors inside and outside, windows, including garage doors and windows after used.

**We are not reliable for any problems happen before and after the church party**.

Do you need to setup a sound system and microphones? \_\_\_\_\_Yes No\_\_\_\_\_\_

Do you need Worship Songs to be lead for this event by the church? \_\_\_\_\_Yes No\_\_\_\_\_\_

Do you need Pastor to give a short devotion? \_\_\_\_\_Yes No\_\_\_\_\_\_

Do you need created & printed off? \_\_\_\_\_Yes No\_\_\_\_\_\_

Do you need the Chapel ? \_\_\_\_Yes No\_\_\_\_ If Yes, What time start? \_\_\_\_\_\_\_\_\_\_\_\_\_

Do you need the Kitchen ? \_\_\_\_Yes No\_\_\_\_ If Yes, What days & Time?

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Do you need a Kitchen Door lock code? \_\_\_Yes No\_\_\_\_\_\_\_\_

(If yes, please see Senior Pastor to obtain a code & sign the waiver)

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Office Use Only**

Approved: \_\_\_\_\_\_\_\_\_\_\_ Disapproved: \_\_\_\_\_\_\_\_ Donation: \_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_

Church’s Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_