

AGREEMENT FOR USE OF  
FAITH UNITED METHODIST CHURCH

Name of Group: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Time of Use \_\_\_\_\_ Time needed to set up \_\_\_\_\_

Note: All forms and fees **MUST** be received and on file in the office at least 48 hours prior to the use date. If there is a no show and no rental fee was paid prior to the use date, the building will be unavailable to this person/group at that time or in the future.

FACILITIES TO BE USED: \_\_\_\_\_ All \_\_\_\_\_ Chapel \_\_\_\_\_ Sanctuary  
\_\_\_\_\_ Fellowship Hall \_\_\_\_\_ Class Rooms

DESCRIBE ACTIVITY PLANNED \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CONTACT PERSONS FOR THE GROUP (Two People)

Name _____	Name _____
Address _____	Address _____
City/State/Zip _____	City/State/Zip _____
Phone (home) _____	Phone (home) _____
Phone (work) _____	Phone (work) _____

I have read the users procedures, rules, and regulations and will uphold these during the usage of the Faith United Methodist Church by the above named group.

Signed \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Date \_\_\_\_\_  
Approved by the Pastor \_\_\_\_\_ Date \_\_\_\_\_

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OFFICE USE ONLY

Damage Deposit Paid	\$ _____	Ck.No. _____	Date _____
Usage Contribution Paid	\$ _____	Ck.No. _____	Date _____
Deposit Returned	\$ _____	Ck.No. _____	Date _____

Reason for \$ \_\_\_\_\_ Amount of damage deposit not returned:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**FEES & DEPOSITS**

	<b>Member</b>	<b>Non-Member or Group</b>
Fellowship Hall (kitchen not included)	\$20	\$65
Deposit	<u>\$25</u>	<u>\$25</u>
	\$45	\$90
Fellowship Hall & Kitchen	\$25	\$70
Deposit	<u>\$25</u>	<u>\$25</u>
	\$50	\$95
(UMW is required @ \$10/hr)		
Sanctuary	\$20	\$65
Deposit	<u>\$25</u>	<u>\$25</u>
	\$45	\$90
Fellowship Hall & Sanctuary	\$25	\$70
Deposit	<u>\$25</u>	<u>\$25</u>
	\$50	\$95
Fellowship Hall, Sanctuary & Kitchen	\$30	\$75
Deposit	<u>\$25</u>	<u>\$25</u>
(UMW is required @ \$10/hr)	\$55	\$100

- J. All groups using the church kitchen are to make arrangements with the United Methodist Women to have a member present in the kitchen to help locate and replace items used. The UMW provides this service at a rate of \$10/hr.
- K. The church custodian will be available to
- a. Help a group using the building arrange rooms and locate equipment, providing the group arranges with the custodian a time to set up.
  - b. Take down tables and chairs and do general cleaning after the event.
  - c. If the group using the building needs the custodian present during the event for purposes other than stated above, the group will compensate the custodian at the rate of \$10 per hour.
  - d. The custodian is Dan Baker – Phone # 832-2741
- L. When activities, other than a wedding, are scheduled for the church building, all groups must remember that funerals will take priority and may require groups changing some plans.