

United Methodist Church
Facility Use Request

Application Date: _____

Requesting User: _____ [Exact name of individual or entity]

Purpose of Entity: _____

Responsible Person: _____ [include Title, if any]

Best Phone: _____ E-mail: _____

Secondary Responsible Person (if applicable): _____

Best Phone: _____ E-mail: _____

Event Name/Description, including purposes, participants, type of event, other relevant information:

Proposed Activities: _____

Name of Insurer [supply Certificate of Insurance]: _____

Parts of the Premises requested for use: _____

Describe Special Needs or Requests: _____

Date(s) and Time(s) Requested: _____

Will Children be Present: YES NO

If yes, review our "Children and Youth Safety" policy before applying and ensure User will comply.

Is this a recurring activity? YES NO

Do you agree to comply with our Facility Use Policy (you are required to review it in its entirety and agree), including these policies and others: YES NO

- Tobacco and alcohol use are not permitted on the Premises.
- Weapons are not permitted on the Premises, including firearms.
- Emergency, security, sanitary, and health policies must be strictly observed.
- User must agree to assume responsibility or damages and liabilities and to indemnify and hold harmless the Church for any injuries or damages to any person or property in connection with use of the Premises.

Signed by Responsible Person: _____