

APPLICATION FOR USE OF THE CHURCH BUILDING FACILITIES

First United Methodist Church
306 S. Spruce St
Emporium, PA 15834
(814) 486-0849

(Please print or type)

Application Date: _____/_____/_____ Church Related Yes____ No _____

Requested by: _____ number in group_____

Nature of event_____

Date Desired ____/_____/_____ Time: From____(hour) to _____ (hour)

Date is Clear on Church Calendar:_____ (For Office Use)

Space desired:_____

Set-up Needed (Chairs, Tables, etc.)_____

I accept responsibility for the group requesting the use of the church building facilities and in doing so agree to the following: I (We) will comply with the “Guidelines for use of Church Facilities.” (Current revision).

I (We) agree to report in writing any and all injuries of persons in the group, while on the church premises, within 48 hours. All details of the incident will be reported. I (We) agree that if no custodian or other building staff is on duty, all exterior doors will be checked and secured before leaving the building.

Signed: _____ Member of Church: Yes____ No_____

Address:_____

Phone No. (To be reached during regular business hours): () _____ - _____

TO BE COMPLETED BY TRUSTEES OR OTHER CHURCH OFFICIAL:

Permission to use the church building facilities is granted on the information provided above, and with any modifications as listed below.

Modifications:_____

Signed:_____ (Trustee)

Signed_____ (Senior Pastor)

