



CHURCH FACILITY / PROPERTY RESERVATION REQUEST AND AGREEMENT

Name of person or organization making request: _____

- ☐ Member
- ☐ Church Sponsored Event
- ☐ Non-Member / Group / Organization

Contact Information:

APARTMENT / UNIT #

DAYTIME PHONE

STREET

EMAIL ADDRESS

CITY,

ZIP CODE

Please describe each of the facilities and/or vehicles you are requesting and the purpose for which you intend to use each: _____

Date(s) of event (including set up): _____

Set up start time: _____

Event start time: _____ Event end time: _____

Please provide details of any music or dancing that is to be part of the activity: _____

Non-member requests:

If the request use is by an organization not affiliated with the church, please briefly state the organization's mission and purpose: _____

Please list the organization's website, if any: _____

I affirm that:

1. I understand that the church does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict the church's faith.
2. To the best of my knowledge the purpose for which I am requesting use of church facilities will not contradict the church's faith, and I commit to promptly disclose any potential conflict of which I am aware or become aware to church staff.
3. I am not aware of any beliefs that are professed by me or the organization I represent and which is requesting use of the church's facilities that contradict the beliefs of the church. I agree to promptly disclose any potential conflicts in belief to church staff.
4. I understand that the church does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to the Sessions approval, which is conditioned in part on my agreement to the requirements in the "Church Facility/Property Use Policy", a copy of which I have read and understood.
5. I understand that full payment of fees of \$_____ must be made before the date(s) of the event and that the security deposit of \$_____ may not be returned to me if I do not live up to this agreement. (A schedule outlining FPC facility use fees can be found in the Church Facility / Property Use Policy.)
6. I understand that I will be responsible for any damages to the church facilities resulting from this proposed use of facilities.
7. The church believes disputes are to be worked out between parties without recourse to the courts (Matt 18 and 1 Cor 6). Accordingly, users of the facility agree to attempt resolution of any disputes through Christian mediation.

SIGNATURE

DATE