Property Use Application

_____ _____ _____ _____
(Name of Group) (Contact Person) (Phone Number) (Date of Application)

_____
(Contact Person's Address) (City) (State) (Zip Code)

Date(s) of Usage _____ Time Begin_____ Time End_____
(Include setup, cleanup and/or rehearsal time)

_____ Time Begin_____ Time End_____

Purpose for Usage _____

Specific Rooms To Be Used:

❑ Auditorium ❑ Kitchen ❑ Fellowship Hall
❑ Classroom(s) - Up to 5 rooms _____ ❑ Nursery(ies) – Up to 3 rooms _____

Person Responsible for Set-up _____ Telephone _____

Person Responsible for Clean-up _____ Telephone _____

Name of Faith Bible Church Sponsor _____

I agree to the following terms of property usage: (as applicable)

1. **Any permit granted for use of church facilities may be revoked by the elders at its discretion. Use of this property is a privilege and not a right. FBC reserves the right to refuse the use of this property for any reason.**
2. All facilities of the church can only be used for activities which glorify God. Therefore, no gambling, fighting, quarreling, profane language, obscenity**,** dancing, narcotics, nicotine products or intoxicants are allowed on FBC property. All music must be submitted (including lyrics in some cases) for approval.
3. No use of these facilities may conflict with normal church usage.
4. No church facilities shall be used after 11:00pm Monday-Friday or 8:00pm Saturday, unless special approval has been granted. Sunday use is for church ministry only.
5. Adequate adult supervision and sponsorship is required of all groups using church facilities.
6. Use of the facilities is restricted to only those rooms that are approved for use (not counting the foyer, hallways and bathrooms).
7. Church furniture and/or equipment shall not be moved by anyone who is not a church employee without permission of the employee "in charge."
8. No equipment, material, or supplies shall be removed from the facilities without prior approval.
9. Persons or organizations using church facilities shall be responsible for ALL SETUP and CLEANUP (unless other arrangements have been made) and damage to church facilities and equipment beyond normal wear or loss of property. Documentation of who will setup and cleanup the facilities needs to be provided with the application for use.
10. Any use of church facilities shall comply with county ordinances and all state and local fire, health, and safety laws.
11. The church representative on duty shall have the power to enforce the rules and regulations of this policy.
12. A group with authorization to use these facilities is permitted to allow entrance only to persons of the approved organization with the exception of FBC members who may need to use other portions of the building.
13. All organizations or groups seeking use of the church premises must designate an authorized individual who will be held responsible on behalf of the organization or group for seeing that all conditions of the policy are met and for the signing of the application for use and liability waiver.
14. Any event that charges a fee in the use of our property must obtain prior approval.
15. Violations of any rule or regulation may be cause for IMMEDIATE revocation of any permit grated for use of church facilities.
16. This permit is non-transferable.
17. **Faith Bible Church, its officers, members and employees will assume NO responsibility for properties left on church premises or injuries that occur on church premises.**

_____ _____ _____
(Authorized Signature) (Printed Name) (Date)

OFFICE USE ONLY:

_____
(Date Application Received)

❑ Application Approved
❑ Application Disapproved – Grounds _____
❑ Deposit Paid
❑ Date on Church Calendar
❑ Fee Paid (_____ Total Fee Amount)

_____
(Approving Officer's Signature)