

# Faith Mennonite Church Building Use Request Form

Please submit to [faithmc@faithmennonite.org](mailto:faithmc@faithmennonite.org) for approval

1. Organization name: \_\_\_\_\_

2. Organization mission / purpose: \_\_\_\_\_

\_\_\_\_\_

3. Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

4. Nature / purpose of the meeting or event: \_\_\_\_\_

\_\_\_\_\_

5. Date(s): \_\_\_\_\_ ( ) single ( ) recurring

Time(s): \_\_\_\_\_ note start & end time (include setup & cleanup)

Space(s):

\_\_\_\_\_ **Sanctuary** \$100/hour

\_\_\_\_\_ **Fellowship Hall** \$40/hour

\_\_\_\_\_ **Chapel** \$15/hour

\_\_\_\_\_ **Wedding** Please contact church office for more details

*Faith Mennonite church welcomes neighborhood / community organizations to use our facilities as part of our mission to our neighborhood and community. For those organizations that are volunteer and do not sustain a treasury, we ask you to request a free-will donation from your participants.*

*Faith Mennonite church does not allow pets (except service dogs), liquor & other spirits, smoking or vandalism in the building or on the building grounds. Your organization is responsible for any damage sustained by your use of the building and Faith Mennonite is not liable for any injuries sustained by attendees at your event(s). COVID procedures in place within the church must be followed by anyone who enters Faith Mennonite Church. COVID procedures are put in place by the Faith Mennonite Covid Team and up-to-date instructions will be shared with you before your event - failure to follow these rules will result in termination of building use.*