

MORAVIAN CHURCH OF DOWNEY
APPLICATION FOR USE OF FACILITIES

Name: _____

Organization: _____ Phone: _____

INTENDED USAGE

Purpose: _____

Day(s): _____ Time: _____ Continued Usage__ One Time Usage__

ADDITIONAL CONTACT

Name: _____

Address: _____

Phone: Daytime _____ Evening _____

GENERAL USE POLICY

Our church facilities are made available to community organizations and individuals as a part of our understanding of Christian service in the world. Permission for use is granted by the Board of Elders upon consideration of the information provided and based on availability. All requests for continued usage expire on August 31 of each year. An application for renewal should be made in a timely fashion. The user agrees to the Guidelines for Use of Facilities that is on the reverse side of this application.

If approval for use has been extended by the Board of Elders, it is expected that the following donations will be made to the **Moravian Church of Downey** as a contribution to the costs involved in maintaining the facilities:

| | |
|--------------------------------------|---------|
| Sanctuary (Worship Area) | \$400* |
| Hove Hall | \$300 |
| Hove Hall with Kitchen | \$400** |
| Voigt Fireside Room | \$150 |
| Voigt Fireside Room with Kitchenette | \$200** |
| Chapel Area | \$80 |
| Individual Classrooms | \$50 |

* Use of sanctuary does not include fees or honoraria for personnel (organist, soloist, pastor, etc.)

** Use of the kitchen does not include any dishes or utensils or supplies.

AUTHORIZED SIGNATURES

(Signature of Applicant) (Date of Application)

(Signature of Church Representative) (Date of Authorization by the Elders)

(Facility to be Used) (Expected Donation) (Date Paid)