

# Lakeview UCC Application for Use of Church Facilities

Name of Group \_\_\_\_\_ Contact Person \_\_\_\_\_  
 For the Purpose of \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_  
 Daytime Phone \_\_\_\_\_ Number of People Expected \_\_\_\_\_  
 Applying for use on DATE \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 Frequency of Use (*please check one*) \_\_\_\_\_ Single \_\_\_\_\_ Periodic \_\_\_\_\_ Monthly  
 I agree to the Building Use Policies. \_\_\_\_\_  
*(Signature of applicant)* *(Date)*

<b>Area(s) to be used</b> ( <i>4 hours/event plus 2 hours setup/remove</i> )	<u>Fee</u>	<u>Received</u>
_____ Sanctuary .....	\$300	_____
_____ Fellowship Hall.....	\$200	_____
_____ Fellowship Hall with Kitchen.....	\$250	_____
_____ Al Fresco (Outdoors) .....	\$ 50	_____
_____ A/V System (see Bldg. Use Policy).....	\$100	_____
_____ Narthex and Small kitchen .....	\$ 50	_____
_____ Classroom(s).....		_____
_____ Conference Room/Library.....		_____
_____ Parking Lot .....		_____

<b>Services to be used</b> ( <i>Check ones to be used.</i> )	<u>Fee</u>	<u>Received</u>
_____ Musician .....	\$175	_____
_____ A/V System (See Bldg. Use Policy) .....	\$	_____

**Amenities to be used** (*Check ones to be used.*)

- |   |   |
|---|---|
| ___ 8-ft. Folding tables (16 available)     | ___ 8-ft. Round tables (6 available, seat 8-10) |
| ___ Plastic stacking chairs (110 available) | ___ Metal folding chairs (135 available)        |
| ___ Audio/Video (see Bldg. Use Policy)      | ___ Kitchen                                     |
| ___ Room dividers (2 available)             |   |

APPROVED BY FINANCE CMT.	Date _____
APPROVED BY CHURCH OFFICE	Date _____
SECURITY DEPOSIT RECEIVED:	Amount \$ _____ Date _____
RECEIVED BY _____	DATE RECEIVED _____