

Usage Rules:

1. The person/organization booking the Church meeting space is responsible for any and all damage to property that may occur as a result of using the facility.
2. Smoking, tobacco products, e-cigarettes, alcoholic beverages and illegal drugs are not permitted in Church Buildings or anywhere on Church property.
3. Weapons and illegal firearms are not permitted on Church property.
4. No physical changes are permitted in the Fellowship/Gym except for arrangement of tables, chairs, and portable stage. No additional furniture or equipment other than audio/visual aids may be used without prior approval.
5. The Church does not provide food or supplies from its kitchen for weddings, parties, receptions, exhibitions etc. Any organization/group booking both the hall and kitchen, must provide their own food stuffs, supplies, utensils, etc.
6. Any storage of materials in the kitchen or fellowship hall must be pre-approved by the Church, which is not responsible for damage or loss of such items stored.
7. Any decorations requiring hanging or affixing objects to windows or walls must meet church approval and permission.
8. Gym usage for sports or recreational activities requires a mandatory Accident Waiver form be completed by each athlete and signed by their parent (or guardian) if they are a minor.
9. The following checklist will be used by those using the Fellowship Center and/or its Kitchen:

FELLOWSHIP CENTER CHECKLIST

After using the Fellowship Center and/or its kitchen, have you:

- Cleaned tabletops and chairs and returned tables and chairs to storage area?
- If used, cleaned kitchen countertops and sink?
- Removed any rented arches, items, or decorations?
- Removed all your event food & beverages from the refrigerator and kitchen?
- If used, emptied and cleaned the coffee pot and turned off the coffee warmer?
- If used, cleaned microwave ovens?
- Removed and bagged all trash and taken to the dumpster?
- Removed all trash from the restrooms?
- Checked the parking lot for trash?
- **Returned room/building to previous condition upon entry?**

Your cooperation in keeping the Church property clean is appreciated.
Thank you!