COWEE BAPTIST CHURCH

Cowee Baptist Church Member

Facility Use Application

Today's Date:_____
Date of Event:_____ Time of use:_____
Type of Event:_____

Applicant's Name: _____
Applicant's Address: _____
Applicant's Phone Number: _____

Facility(s) Requested: ☐ Sanctuary ☐ New Fellowship Hall ☐ Old Fellowship Hall
Estimated Number of Participants: _____

Fees for Cowee Baptist Church Members for Use of Facility

Deposit:	$125.00 (Paid at time of application, refundable)
Sanctuary:	Free
New Fellowship Hall:	Free
Old Fellowship Hall:	Free

Fees for Cowee Baptist Church Members for Clean Up

Sanctuary:	Free ($125.00 paid by church)
New Fellowship Hall:	Free ($125.00 paid by church)
Old Fellowship Hall:	Free ($75.00 paid by church)

Additional fees for Cowee Baptist Church Members (Paid by applicant directly to individual)

Sound Tech:	$50.00 (Only Cowee trained/approved techs may operate sound system)
Organist/Pianist:	$50.00

With the signing of this application, the user indicates he/she has read and will adhere to the policy guidelines and procedures for use of the facility requested and understands:

- The church reserves the right to determine availability of facilities for use.
- The user will be responsible for & agrees to pay for damages done to the property beyond ordinary wear & tear.
- Non-church related events can only use kitchen equipment under the supervision of a member of the Kitchen Committee or a volunteer appointed by the Kitchen Committee.

Signature of Applicant: _____Date:_____

FOR OFFICE USE ONLY:

$125.00 Deposit Paid On: _____ Check Number: _____
Amount of Deposit Refunded:_____ Date Deposit Refunded: _____

Event and Date Cleared and Approved: ☐Yes ☐No

_____
Signature of Pastor or Person Giving Approval Date