



Facility Purpose Statement

The Church's facilities were provided by God's benevolence and the sacrificial generosity of its members. All Church property is consecrated and set apart to worship God (Col. 3:17), and therefore is to be used exclusively to glorify God and edify the Body of Christ. Although the facilities are not generally open to the public, the Church makes its facilities available to approved members and non-members on a case-by-case basis as a witness to its faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

The Church's facilities may not be used for activities that contradict, or are inconsistent with, the Church's beliefs, as summarized in the Church's statement of faith. This restricted facility use policy is necessary for two reasons. First, the Church may not in good conscience materially cooperate in activities or promote beliefs that are contrary to its faith (2 Cor. 6:14; 1 Thess. 5:22). Second, the Church must present a consistent public witness to the community through its stewardship of its property. Allowing facilities to be used by those who express beliefs or engage in practices contrary to the Church's faith would have a severe, negative impact on the message that the Church strives to promote and could cause confusion and scandal to Church members and the community. Therefore, only events that are consistent with the Church's religious beliefs, as determined by pastoral staff, shall be permitted.

Event: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Date Requested: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Set-up Date: \_\_\_\_\_ Set-up Time: \_\_\_\_\_ Clean-up Time: \_\_\_\_\_

If this is a recurring event, please list date(s) and time(s): \_\_\_\_\_

Area Requested:

- Meeting Room (Room # \_\_\_\_\_) Hospitality Area Back Field
Sanctuary Chapel Outdoor Pavilion
Family Life Center Gathering Place Other \_\_\_\_\_

Anticipated Number of Participants: \_\_\_\_\_

Will a participant fee be charged for the event? \_\_\_ Yes \_\_\_ No

Will food or drink be served? \_\_\_ Yes \_\_\_ No

Additional Items Needed: \_\_\_ Sound Equipment \_\_\_ TV/DVD \_\_\_ Table/Chair Room \_\_\_ Other \_\_\_\_\_

Non-Profit? Y N

If yes, non-profit name & phone: \_\_\_\_\_

Facility Fees (Fees are due at least two weeks before event)

Table with 3 columns: Area, Church Event, \*Community Event. Rows include Sanctuary, FLC, Meeting Room, Chapel, Gathering Place, Pavilion/Field.

\*All non-church sponsored events must provide a Certificate of Liability Insurance naming Mt. Zion Baptist Church as an additional insurer prior to use of facility.

Personnel Fees (Fees are due at least 2 weeks before event)

Table with 3 columns: Fee Type, Church Event, \*Community Event. Rows include Security Fee, Audio/Video, Custodial Fee.

\*There will be a \$50-100 deposit (fee based on area used) for non-church sponsored events. This deposit will be refunded if cleaned properly after event. Deposit must be paid at least two weeks in advance.



### Facility Use Guidelines

- Users may only enter and use those areas of the facilities that have been reserved.
- Food and Beverages are not allowed in the Worship Room/Sanctuary.
- Alcohol may not be served on the church property.
- Smoking is prohibited in any indoor Church facility.
- Sex-specific changing areas, restrooms, and showers are to be used by members of the designated biological sex only.
- Church equipment must be returned to original placement, unless arranged otherwise prior to the event.
- All lights must be turned off and doors locked upon departure (when applicable).
- Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited on church premises. Any person exhibiting such behavior will be required to leave the premises.

### Church Facility Use Agreement

I affirm that:

- I understand that the church does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict the church's faith.
- To the best of my knowledge the purpose for which I am requesting use of church facilities will not contradict the church's faith, and I commit to promptly disclose any potential conflict of which I am aware or become aware to church staff.
- I am not aware of any beliefs that are professed by me or the organization I represent, and which is requesting use of the church's facilities that contradict the beliefs of the church. I agree to promptly disclose any potential conflicts in belief to church staff.
- I understand that upon approval of my facilities use request, I will need to provide a certificate of liability insurance, and any other fees required by the church.
- I understand that the church does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to the pastor's approval, which is conditioned in part on my agreement to the requirements in the "Church Facility Use Policy," a copy of which I have read and understood.
- I understand that I will be responsible for any damages to the church facilities resulting from this proposed use of facilities.
- The church believes disputes are to be worked out between parties without recourse to the courts. See, generally, Matthew Chapter 18 and 1 Corinthians Chapter 6. Accordingly, users of the facility agree to attempt resolution of any disputes through Christian mediation.

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Printed Name

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Date

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Signature