

Cavalier Evangelical Free Church
1006 Main St
W
Cavalier, ND 58220

Office Use Only

Received:

Approval Date:

Approved by:

REQUEST FOR USE OF THE FACILITY

(please make you request more than 1 week in advance)

Today's Date:

For what **date(s)** and for what **time(s)** are you requesting the use of the facility?

Who is going to be using the facility? For **what purpose?**

What is the **size** of your group? **What part(s) of the church** would you like to use?

Please review the CEFC Facility Use Policy (found on the other side of this form) before signing this form. As the individual representing your group, your signature implies the you have read and understood this policy and that you are willing to accept full responsibility for and misuse and / or damages caused by your use of the facility.

Signature

Phone Number:

Home and or Office

Facility Use Policy

Cavalier Evangelical Free Church

It is the primary intention of Cavalier Evangelical Free Church to glorify God, strengthen His body of believers and further the Kingdom of Christ through the use and good stewardship of the facilities in our trust. For this reason the following policy exists:

The primary purpose of our facility of our facility is for the public worship of God and learning to become like His Son Christ. Worship and its related activities to such end have schedule priority. We welcome the use of our facility for non-church functions. The fee schedule for outside parties is:

- \$75 per day for the multi-purpose room and adjoining kitchen
- \$75 per day for the sanctuary and adjoining kitchen
- \$125 per day for the multi-purpose room and adjoining both kitchen
- \$150 per day for all
- \$10 /season event/person (Example: cheerleading, voice lesson, etc.)
- All funeral services are at no charge

*Note: CEFC reserve the right to adjust fees to fit uses not described and shall be independently assessed.

- Reservation of the facility by all parties shall be obtained through a facility use request form. This form is to be submitted to one of the following:
 - Church Chairman
 - Pastor
 - Church Secretary

*approved reservation dates shall be posted on the calendar in the office.

- The facility shall be left clean and with all furnishings returned to their original place or properly stored. Should damage occur the user party should notify the church. Extra janitorial fees or damage fees may be assessed upon post-use evaluation.
- Care of multi-purpose floor:
 - Active play on the floor surface requires gym shoes.
 - There can be no sliding of furnishing across the floor (items must be carried and placed).
 - Rollerblades and skates, skate-boards, scooters tricycles, bicycles etc. are not permitted.
- Alcohol, tobacco, illegal drugs, pornography, profanity, gambling, Satanic, demonic or witchcraft paraphernalia, etc. are not permitted in the facility or on church grounds. The use of secular music and dancing shall be independently assessed.
- CEFC reserves the right to dismiss, expel, or deny any event deemed improper or inconsistent with submitted request.

Christian love, example, goodwill and stewardship shall be observed.