

Please read the following pages carefully then complete the last three (3) pages and return them to:

Mt. Zion United Brethren Church

7481 Bays Road
Wayne, Ohio 43466
gjat@amplex.net

REMINDER:

*This is only an **application** for the use of the Mt. Zion United Brethren Church Family Life Center.* Once the forms have been received by the church office, they will be reviewed and you will be contacted to confirm whether or not your requested date is available.

Thank you for your cooperation.

MT. ZION UNITED BRETHERN CHURCH – POLICIES USE OF BUILDINGS AND PROPERTY

The following policies are provided to give direction for the use of our Church Facilities that supports our Vision and Mission Statements and helps us follow scriptural guidelines in meeting the needs of the local congregation and community. Note: I Cor. 10: 31b. “ Whatever you do, do all to the glory of God!”

Any request to use the Church Facilities *[other than normal worship services, Bible study or prayer meetings]* will be scheduled by filling out a **BUILDING USE APPLICATION FORM**.

This form needs to be completed and submitted for approval at least 8 weeks prior to the anticipated date of the event.

This form can be obtained by contacting the Church office @ 419-655-3519 or on the Church Website.
www.churchonbaysroad.com email: mtzionub@gmail.com

This application must be approved, following guidelines established by the Board of Leadership, and then scheduled.

You will be contacted to discuss and / or explain any details in regards to your request and confirm the scheduled use of the facility.

While there is no charge for use of the facility, donations for utility use, etc. will be accepted.

A representative of Mt. Zion Church must be present during any approved / scheduled event to operate or oversee use of or interface to Church owned equipment.

Any related fees or possible charges for damages will be explained during the scheduling process.

The facilities are not to be used for an event setup, preparation or cleanup during normal church activities or other approved events unless specifically approved during the scheduling process.

Policies for conduct in the Facility:

- The use and/or possession of All alcoholic beverages and/or illegal drugs is prohibited.
- The use of profanity is prohibited.
- The use of tobacco products is prohibited.
- Possession of firearms or weapons is prohibited within the Facility.
- Food or drinks not in sealed containers is not to be taken into the sanctuary.
- Access to offices, storage areas, utility rooms, class rooms and worship area is denied without prior permission.
- Sports equipment such as basketballs, volleyballs, game tables, etc. will be supplied by the church as requested and approved. Use of personal equipment will need prior authorization.
- Use of any sports equipment is at the user's risk.
- The use of sports equipment, including roller blades and skate boards is prohibited in the Worship Area.
- When participating in strenuous activities such as basketball, volleyball, etc.; street shoes or shoes that leave serious marks on the floor are prohibited.
- All youth 18 and under are to have adults present and responsible for their supervision.
- The person(s) requesting the use of the Family Life Center is responsible for wiping off all used table tops and counter tops, placing trash in provided wastebaskets, sweeping kitchen floor, washing / cleaning and putting away all used kitchen equipment (cookers, coffee makers, silverware, dishes, etc.), sweeping the gym floor as possible, and putting away all sports equipment requested when the event is finished.

Action will be taken against anyone not following these policies, including as necessary eviction from the property and/or notification of legal authorities.

Approved: April 2019

Mt. Zion United Brethren Church

7481 Bays Rd., Wayne, Ohio 43466

Phone: 419-655-3519

www.churchonbaysroad.com

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EVENT BUILDING USE APPLICATION FORM

Please complete this form & return it to the church office.

Name of responsible party: _____

Phone number: _____ E-mail: _____

Date of activity: _____

Event start time: _____ Event end time: _____

Time you would like to access the building to prepare for the event: _____

Type of activity:

Baby Shower Bridal Shower Birthday Party Family Reunion

Family Get-Together Wedding Reception Club Meeting

Fundraiser (Please describe the type of activities the event will include:

Other (Please name the event & describe the type of activities the event will include:

Kitchen needed? Yes _____ No _____

Classroom(s) needed: Yes _____ No _____

Number of classrooms needed: _____

Room number(s) of classrooms desired:

How many round tables? (8 per table) _____ How many rectangle tables? _____

***Off-Premises Items:* rectangular tables _____ (6 available)**

folding chairs _____ (50 available)

Any other details that will help us better meet your needs:

FULL AND COMPLETE
RELEASE OF LIABILITY AND LEGAL CLAIMS

The undersigned, user, in consideration of my utilization of the Building, Equipment, Facilities, and Real and Personal Property (*Hereinafter referred to as the "FACILITY"*) located at 7481 Bays Road, Wayne, Wood County, Ohio, does hereby fully and completely, for all purposes, release the **MT. ZION UNITED BRETHREN CHURCH**, it's Members, Volunteers, Officers, Employees, Agents, Affiliates, Trustees, Directors, Successor and/or Assigns (*Hereinafter referred to as the "Church"*), from ALL liability, responsibility, legal claims, causes of action, lawsuits or other claims whatsoever associated with my use of or presence at the Facility. This release shall specifically include, but not be limited to, claims to recover money or other compensatory or punitive damages for personal injury, pain and suffering, lost wages, loss of consortium or services, damage to property or any type of damage or loss whatsoever.

If the User is a minor or legally incompetent person, then the undersigned Parent(s) and /or legal guardian(s) of the User, inconsideration of User's use of the facility, do hereby likewise release the Church from ALL liability, responsibility, legal claims, causes of action, lawsuits or other claims whatsoever associated with User's use of or presence at the Facility. This release shall likewise include, but not be limited to, claims to recover money or other compensatory or punitive damages for personal injury, pain and suffering, lost wages, loss of consortium or services, damage to property or any type of damage or loss whatsoever.

This written instrument supersedes and makes without effect any verbal understandings, agreements or representations made or which may be claimed to have been made by the parties hereto.

USER

PARENT/LEGAL GUARDIAN

DATE OF BIRTH:

DATE

DATE

DATE: 05-16-2011
REVISION DATE: 05-16-2011