

Covenant United Methodist Church Christian Life Center

FACILITY USE AGREEMENT FOR BIRTHDAY PARTIES IN CLC/GYM

Church members are allowed to reserve the lobby & the gym in the Christian Life Center for parties for up to 20 people, during the hours listed below if it does not interfere with church events.

Parties may be scheduled during these times

Weekdays (except Wednesday)	3:00-5:00
Saturdays	9:00-12:00

There is a 2-hour time limit

The gym is accessible for the party, but must remain open to other CLC members as well. This means others may be using the gym or the walking track during this time.

NO FOOD OR DRINK IN THE GYM
NO INFLATABLE GAMES IN THE GYM

Fee

A Facility Use fee of \$100.00 is due before the date of the event. This helps fund the CLC building needs and repairs.

This form must be signed and returned to the Director of Recreational Ministries at least 2 weeks prior to the event.

____I agree to perform any set-up or decorating desired for the party.

____I agree to perform any cleanup needed immediately after the party, to include
mopping, cleaning tables, and disposing of garbage.

____I agree to place tables, chairs and other equipment used back to its original arrangement.

Name_____

Event_____

Date and Time of Event_____

Phone #_____

Covenant reserves the right to cancel in the event of an emergency, such as a funeral or other unexpected and unavoidable circumstance.