

Riverside Presbyterian Church
CHURCH FACILITIES and USAGE AGREEMENT

Name of Individual or Group Applying: _____

Name: _____

Address: _____

Phone: _____

E-mail: _____

Single Use Date: _____ Time: _____ to _____

Multiple Uses Day(s): _____ Time: _____ to _____
From: _____ To: _____

Room: _____

Purpose of Use: _____

Fee: _____

Key:

Will you require a key? Yes No

If yes, you will need to fill out the key assignment form and a deposit will be required.

I/we the undersigned applicant(s) have read the regulations for use of buildings and hereby accept its terms and conditions along with the terms of this agreement. I/we have also signed the attached Agreement of Indemnity, Waiver, and Release.

Signature of Applicant: _____ Date: _____

Print name: _____

For Office Use: Room Use Fee Paid in Full? Yes / No

Amount? _____

Check # _____ Date Received: _____

If a key issued was the Key Assignment Form filled out? Yes / No

Was a deposit received for a key? Yes / No