



**RIVERSIDE  
Presbyterian  
CHURCH**

116 BARRYPPOINT ROAD  
RIVERSIDE, IL 60546

(708) 447-1520  
www.rpcusa.org

PASTOR  
Rev. C. Dale Jackson

MINISTER OF MUSIC  
Dr. Sally Sloane

DIRECTOR OF  
PRESCHOOL  
Susan Lisle

OFFICE  
MANAGER  
Linda Hutcheson

TREASURER  
Ellen Hamilton

Dear Members and Friends,

We are so pleased that you have expressed an interest in using our facility. The property and building of the Riverside Presbyterian Church are dedicated to the glory and service of God. Part of the commitment to our mission includes making our facility available for fellowship and service activities to meet the needs of members of our congregation and community. We look forward to working with your organization. Please feel free to contact the office with any questions that you may have.

Please read the attached Building Use Policy and fill out the attached two forms (Church Facilities and Usage Agreement and Agreement of Indemnity, Waiver and Release.)

Any problems should be reported to the church office at 708-447-1520.

**Fee Schedule**

Key Deposit:  
\$25.00 deposit per key prior the event

For groups using the Gym:  
A certificate of insurance coverage for the group naming RPC as additionally insured is also required. See attached Gym Use Rules.

Area Used	Charge
Social Hall (no kitchen)	\$50 per hour
Social Hall (with kitchen)	\$80 per hour
Gymnasium	\$50 per hour
All other rooms except Sanctuary	\$30 per hour

We reserve the right to increase charges for events that extend over many hours or days.