

APPLICATION FOR USE OF CHURCH FACILITIES

Bethany Evangelical Missionary Church

160 Lancaster Street East, Kitchener, Ontario N2H 1N2

Phone: 519-745-0151; Email: info@bethanyemc.ca

Applicant: _____

Address: _____ City: _____

Contact Person: _____ Email or Phone: _____

Requested Date: _____ Time: _____ to _____

Type of Function: _____ Approx. # Persons _____

Facility to be used – (extend to column for total expense)

| | Pricing | Column Pricing |
|--|----------------|-----------------------|
| A SECTION | | |
| Main Sanctuary – one time gathering – day or evening (Includes: custodian, opening and closing of facility) | \$200.00 | \$ _____ |
| Piano or Organ included with approved Bethany instrumentalist | _____ | |
| P.A. System with operator | \$ 75.00 | \$ _____ |
| Presentation (Computer Operator) | \$ 50.00 | \$ _____ |
| Rehearsal & setup & custodian – per hour | \$ 25.00 | \$ _____ |
| B SECTION | | |
| Gymnasium – Games Basketball or Volleyball – 2 hours (Nets supplied – some balls) | \$100.00 | \$ _____ |
| Gymnasium – Banquet set up tables & chairs (150 people) | \$200.00 | \$ _____ |
| Platform sections – use & set up – per section | \$ 15.00 | \$ _____ |
| Sound system: 1 mic | \$ 30.00 | \$ _____ |
| 2 mics with operator | \$100.00 | \$ _____ |
| Kitchen: | | |
| Dishwasher, Pre Rinse & tabling use | \$ 75.00 | \$ _____ |
| Gas Range unit & Exhaust system | \$ 40.00 | \$ _____ |
| Table settings China, Flatware etc. | \$ 75.00 | \$ _____ |
| (Missing or broken china is to be replaced at replacement value) | | |
| Tablecloths (to be discussed at time of booking) | | \$ _____ |
| C SECTION | | |
| Bethany Room/Youth Room for Family dinners & Small groups (Includes tables & chairs only.) | \$ 75.00 | \$ _____ |
| Classrooms | \$ 25.00 | \$ _____ |
| Custodial Services (Depending on the event) | \$ 20/hour | \$ _____ |
| FUNCTION TOTAL | | \$ _____ |

POLICIES

Any abnormal clean up that has not been completed by the applicant after any function will be charged Custodian fee of \$35.00 per hour

Any Fire Alarms that are accidentally activated will be taken from the RETURN DEPOSIT

All rented equipment taken from church property shall be returned to BETHANY E.M. CHURCH in the allotted time frame agreed upon, the rented equipment shall be returned in the same condition and colour as they went out with no missing components.

BETHANY E.M. CHURCH will not be responsible for any personal injury, lawsuit on any attendee or participant during said function. All missing property, damage and parking lot mishaps are the responsibility of function coordinator and their Insurance Company. An insurance rider certificate is required for all events.

Booking dates are required at least two weeks in advance, if dates are open.

No lessons or functions i.e. music lessons whereby the instructor is paid for profit.

Deposit Received: _____

Date: _____

Signature of applicant(s)

Approval of application on behalf of Bethany
Evangelical Missionary Church

Revised November 9, 2017