

REVIVAL AND RODGERS CENTER USE REQUEST FORM

_____ Date(s) of Event

Facility Requested (Select One):

- ☐ Revival Entire Facility – Fee \$350.00
- ☐ Revival Front Room – Fee \$250.00
- ☐ Rodgers Center with Kitchen – Fee \$200.00
- ☐ Rodgers Center without Kitchen – Fee \$100.00

Additional Fees:

Key / Damage Deposit-

Fee \$200.00

Donations/Other Fees*: _____

* Subject to Committee Approval

I have read the "Building Use Policy" and agree to abide by it. I understand that I/we must pay a fee, a key deposit, and a damage deposit prior to use and further that I/we will be financially obligated for any damage to the building, furnishings, or equipment through the use or abuse of the facility by the people I represent.

Name / Organization: _____

Mailing Address: _____

(Used to return any deposit money.)

Phone Number: _____ Email: _____

Set-Up Time | Time of Event:

(Date is subject to Facilities Committee approval – ALL EVENTS MUST BE OVER BY 11:00PM)

The building will be used by me, my immediate family, or my organization for the purpose of:

For youth/minor events, please provide the following details: How many chaperones? How many children and their ages?

Charitable Event: _____

Do you need audio / visual / sound system? Yes ☐ No ☐

Will you be serving beer or wine? Yes ☐ No ☐

ALCOHOL CAN ONLY BE SERVED AT THE REVIVAL

Are you a member of FPC? Yes ☐ No ☐

ALCOHOL AT NON CHURCH MEMBER EVENTS ONLY

Signature (Must be 21years old)

Date Signed

FOR OFFICE USE ONLY

Date Approved: _____ Date Notified: _____

Date Deposits Paid: _____ Amount: _____ Cash: _____ Check #: _____

Date Usage Fee Paid: _____ Amount: _____ Cash: _____ Check #: _____

Key Number Assigned: _____ Date Key Picked Up: _____ Date Key Returned: _____