

Application For Use Of Facilities

01/19/06

First Presbyterian Church, 17 Park Street Canton NY 13617
(315) 386-2570 Office@ChurchOnThePark.org www.ChurchOnThePark.org

It is assumed that in making this application the Policy On Use of Facilities has been read and accepted.

Name of Organization or Individual: _____

Address: _____

Phone: _____ Email: _____

Category Of Use: Non-Profit Group - OR - For Profit Group/Individual

Intended Use: _____

Facilities Desired:

- Fellowship Hall Church School Room Conference Room
 Kitchen Sanctuary Park Nursery

Date(s) Desired: _____

Length Of Use: Hour Half Day Full Day

Time(s) Desired: _____

How Many Persons Anticipated: _____

Fees: Facilities are provided for a nominal charge to offset expenses. Payment is expected upon use. Normal fees apply and are expected unless waiver is requested and granted. Additional fees will be charged for long-term use, and determined on a case by case basis. From November 1 through April 1 a fuel charge of 20% will be added.

Non-Profit Group Fees

Fellowship Hall

Hour \$5 1/2 Day \$15 Full Day \$25

Conference Room

Hour \$5 1/2 Day \$10 Full Day \$15

Kitchen

Hour \$5 1/2 Day \$15 Full Day \$25

Church School Room - Donation Appreciated

Nursery - Donation Appreciated

Sanctuary

Hour \$15 1/2 Day/Wedding \$75 Full Day \$100

Park Use Is Free

Total Amount \$ _____

For Profit Group or Individual Fees

Fellowship Hall

Hour \$25 1/2 Day \$50 Full Day \$90

Conference Room

Hour \$15 1/2 Day \$40 Full Day \$70

Kitchen

Hour \$25 1/2 Day \$50 Full Day \$90

Church School Room

Hour \$10 1/2 Day \$25 Full Day \$40

Nursery

Hour \$10 1/2 Day \$25 Full Day \$40

Sanctuary For Non-Profit Use Only

Park For Non-Profit Use Only

If you are requesting a fee waiver, please explain: _____

If this application is approved, it is agreed that the organization and its officers accept full responsibility for any damage to the building, grounds, equipment and appurtenances, which may result from their use of the premises, either intentional or otherwise, and shall at their own expense return said damaged property to its original condition to the satisfaction of the Church. Use of facilities by church groups shall take priority over use by other groups or organizations. Signatory is liable and responsible for action of group or organization requesting use of church facilities.

Signed: _____ Office _____

Address: _____

Phone: _____ Email: _____ Date: _____

Requests are considered the third Wednesday of each month, so applications should be made well in advance of anticipated use. You will be notified of approval.