

CROSBY UNITED METHODIST CHURCH

BUILDING USE APPLICATION

☐ CUMC Member
☐ CUMC Organization/Groups
☐ CUMC Recognized Groups
☐ Non-Member

Application Date: _____

APPLICANT GROUP OR EVENT: _____

RESPONSIBLE PARTY:

Event Date: _____

Time of event (include set-up and clean-up time): _____

Name: _____

Address: _____ City: _____ Zip Code: _____

Telephone (home): _____ Work: _____ Cell: _____

Email address (please write legible): _____

I, _____ do hereby request the above building usage. I have received a copy of the building use policy. I will adhere to the rules and regulations as set forth in the policy. I recognize that I am liable for any damage that might occur during this event. I will immediately notify the Committee of any damage to the Church or its property.

Applicant Signature

Deposit Amount: _____ Fees to be Charged: _____ Date Paid: _____

FOR TRUSTEES ONLY:

Signature Chairperson, Building Use Committee

Pastor Signature

PRICING (itemized on back page)

FEES AND DEPOSITS: (Wedding rehearsal dinners, bridal showers, baby showers, parties, and reunions are considered private events that are subject to fees and deposits. Fees include AC or Heat that runs 8-10 hours in entire main building for weddings. Fees include church's cost for water, bathroom tissue, paper towels, soap, etc.)

There is a \$100 refundable deposit for the Fellowship Hall and/or Sanctuary and \$250 for the Family Life Center.

****The church reserves the right to ask for additional reimbursement in case of damage to facilities or unauthorized removal of any church equipment. Any utility usage over a standard time frame may result in an extra charge.**

(Fees must be paid to confirm a reservation.)

Revised 10/2019

RENTAL	MEMBER	NONMEMBER
WEDDINGS	\$405	\$1150
*INCLUDES: Sanctuary Fee, Utility Fee, Custodial Fee		
*INCLUDES: Sanctuary, Narthex, Bride's Room, Groom's Room, restrooms, Fellowship Hall, all hallways		
* ADDITIONAL (Available): Minister Fee	\$300	\$400
Event Coordinator	\$300	\$300
Audio/Visual Technician	\$125	\$175
Music Coordinator	\$325	\$375
* REFUNDABLE DEPOSIT	<u>\$100</u>	<u>\$100</u>
TOTAL		TOTAL
CELEBRATION OF LIFE	No Charge	\$1150
*INCLUDES: Sanctuary Fee, Utility Fee, Custodial Fee, Event Coordinator		
*INCLUDES: Sanctuary, Narthex, restrooms, Fellowship Hall, all hallways		
*ADDITIONAL (Available): Minister and Fee	Love Offering	\$400
Audio/Visual Technician	\$125	\$175
Music Coordinator	\$150	\$175
TOTAL		TOTAL
EVENTS	\$405	\$1150
*ADDITIONAL (Available): Audio/Visual Technician	\$125	\$175
*DEPOSIT	\$100	\$100
TOTAL		TOTAL
FELLOWSHIP HALL	\$250	\$725
Maximum 4-hour limit		
* ADDITIONAL: Event Coordinator	\$125	\$200
* REFUNDABLE DEPOSIT	<u>\$100</u>	<u>\$100</u>
TOTAL		TOTAL
FELLOWSHIP HALL & KITCHEN	\$275	\$825
Maximum 4-hour limit		
* ADDITIONAL: Event Coordinator	\$125	\$200
* REFUNDABLE DEPOSIT	<u>\$100</u>	<u>\$100</u>
TOTAL		TOTAL
FAMILY LIFE CENTER	\$350	\$1175
* ADDITIONAL: Event Coordinator	\$125	\$200
* REFUNDABLE DEPOSIT	<u>\$250</u>	<u>\$250</u>
TOTAL		TOTAL
FAMILY LIFE CENTER & KITCHEN	\$400	\$1250
Maximum 4 hour limit		
* ADDITIONAL: Event Coordinator	\$125	\$200
* REFUNDABLE DEPOSIT	<u>\$250</u>	<u>\$250</u>
TOTAL		TOTAL
INDIVIDUAL USE OF CLASSROOM	No Charge	Not Available
No food/drink in classroom		
2-Hour maximum		
TOTAL	<u>No Charge</u>	