



## FACILITIES USAGE AGREEMENT

**Return to:** Joey DePetro, Facilities Manager | joey@newlifeforall.church | 941-639-3842 ext. 108

Name of organization/ program \_\_\_\_\_

Contact Person \_\_\_\_\_

Email address \_\_\_\_\_ Cell phone \_\_\_\_\_

Date of event \_\_\_\_\_ Time of event \_\_\_\_\_ No. in group \_\_\_\_\_

Set up date \_\_\_\_\_ Set up time \_\_\_\_\_ Clean up time \_\_\_\_\_

- Any item borrowed (with the church's permission) must be returned to it's original location at the end of the event.
- Any and all church property is not to be removed, or used without prior authorization.
- If this event requires a custodian, there will be a custodial fee of \$25.00 per hour.
- Balance will be due one week before the event.
- This form must be received 2 weeks prior to the event.

### Fees

Facility charge: Make check payable to (New Life in Christ Church)

Custodial fee: Make check payable to (Michael Bohley)

Audio / video: Please contact (Dennis Dees) with Dees Audio: (941) 815-0281

### Setup

If your event requires a special setup, please draw a diagram on the back of this page.

Please be specific about your needs and we will do our best to accommodate you.