

Vineville Baptist Church Facilities Request Form

REQUESTOR INFORMATION:

Name:		Phone Number:	
Email Address:		VBC Church Member?	___ Yes ___ No

EVENT INFORMATION:

Event Name:			
Event Purpose:			
Date of Event:		Time of Event:	
Setup Time Requested:		Cleanup Time Requested:	
Unlock Doors At:		Lock Doors At:	
AC/Heat Requested: ___ Yes ___ No		AVL Needs: ___ Yes ___ No	

SPACE & RESOURCES REQUESTED:

This reservation form is for non-wedding events. All weddings must be reserved through the VBC wedding coordinator. Please contact the Church Office.

Church Sponsored Event (\$0)							
Activities Building		Moore Building		Sammons Building		Landrum Building	
Gymnasium		M-106		Children's Classrooms		Ball Room	
Parlor		Conference Room		VBMS Hall		Lower Auditorium	
Kitchen				Adult Choir Room		Guest Reception	
Youth Room						Library	
						Sanctuary	
Other Available Resources							
Passenger Van		Hines Terrace Lot		Furnished Playground			
Cargo Van		Pierce Lot		Unfurnished Playground			
		Vineville Lot					

Please Note:

The church reserves the right to cancel/amend this request if a conflict arises with a church event. The undersigned requestor and parties involved do hereby waive liability, release and forever discharge Vineville Baptist Church, its members individually, its officers, agents, or employees from any and all demands, rights, and causes of action of whatever kind or nature, arising out of all known and unknown, foreseen and unforeseen bodily and personal injuries, damage to property, and the consequences thereof, including death, resulting from their voluntary participation on our premises.

To maintain proper room temperature, exterior doors must remain closed. DO NOT PROP DOORS OPEN.

Requestor Signature: _____

Date: _____

To be completed in the Church Office

Pastor's Approval: _____

Date: _____