Christ Community United Methodist Church

205 North Duffy Road Butler, PA 16001

General Guidelines for Use of Christ Church Building – Members

I. No political, money-making or "home" party groups can use the building.

II. **Smoking and use of alcoholic beverages are prohibited in the building; smokers outside must dispose of cigarette butts in the container outside Fellowship Hall.**

III. Electrical switch boxes are not to be touched unless authorized to do so.

IV. Running is not permitted in the halls and/or the sanctuary. No rubber or metal spike shoes are allowed in the building.

V. When using a designated area, all persons should remain in that area. No roaming through the building unless authorized for the group and/or activity.

VI. You will be responsible for any broken article/fixture.

VII. Church owned articles are to remain in the building.

VIII. Your articles must be removed from the building unless prior approval is given.

IX. When using the kitchen, make sure the stoves are turned off, refrigerator door is closed, all food is removed and nothing but food is placed in the garbage disposal.

X. Place trash and recyclable materials in the appropriately marked cans/bins in the hallway outside the kitchen.

XI. All lights are to be turned off when leaving the building.

XII. All doors and windows are to be closed when leaving the building.

XIII. Any damage incurred is the lessee's responsibility.

ADULTS MUST BE RESPONSIBLE FOR DISCIPLINE OF CHILDREN/YOUTH INVOLVED IN THEIR ACTIVITIES

***Fee Schedule for use of church facilities – Members**

$ 100.00	Use of Fellowship Hall with limited use of kitchen; e.g. bridal/baby showers, meetings with light lunch and beverage. NO FULL COURSE MEALS ARE TO BE COOKED ON THE PREMISES
$ 75.00	Use of Fellowship Hall without use of the kitchen
$ 25.00	Classroom use
$ 25.00	Use of downstairs kitchenette

There is no charge for the use of the building by non-profit groups.

Fellowship Hall (Oz Hall) seats 160 persons. There are round tables that are 5 feet in diameter and oblong tables that are 95 inches long and 30 inches wide. Rooms 105 and 106 downstairs can seat 40 persons at oblong tables –more if chairs are set in rows.

**As spokesperson for this group_____, using _____ on _____, I have read and understand the rules regarding the use of the Christ Community United Methodist Church building. I assume responsibility for carrying out these regulations and for any damage done as a result of our using the building. I understand that the Church has no liability for any injury, accidental or self-inflicted, while our group is on the premises. I have provided a copy of this signed agreement to the Financial Secretary.

Signed:_____Date:_____