



# AVON PARK SEVENTH-DAY ADVENTIST CHURCH

1410 W AVON BLVD | INFO@AVONPARKCHURCH.COM | OFFICE: (863) 453.6641 FAX: (863) 453.4721 | WWW.DISCOVERJESUS.ORG

## FACILITY USE REQUEST FORM

*The purpose of this form is to request a facility for use at APC. We will do our best to accommodate your event, but we may not be able to fulfill your request if there are scheduled events that conflict or if this request is not turned in 2 weeks in advance of the event date. We reserve the right to deny any facility request for any reason.*

Please Print: I am a ☐ member ☐ non-member of APC

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Individual/Group Name: \_\_\_\_\_

Purpose/Title of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Brief Description of Purpose/Event:

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Number of Guests: \_\_\_\_\_ **OR** Number of Event Attendees: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Requested Facility/Area:

- ☐ Sanctuary ☐ Classroom(s): How many? \_\_\_\_\_ ☐ Fellowship Hall ☐ Chapel
- ☐ OYC: Building ☐ OYC: Overnight Stay

FOR OFFICE USE ONLY

Approval Signature \_\_\_\_\_ Date Approved \_\_\_\_\_

## AGREEMENT OF GUIDELINES AND LIABITLITY

*\*Signature of this form indicates acceptance of all applicable fees and guidelines.*

*I understand that the church does not allow its facilities to be used in a way that contradicts its Statement of Faith or by persons or groups holding beliefs that contradict it.\* To the best of my knowledge the purpose for which I am requesting use of church facilities will not contradict the church's Statement of Faith, and I will promptly disclose any potential conflict of which I am aware or become aware to church staff.*

*The person/organization requesting the use of Avon Park Church facilities hereby absolves Avon Park Church, its pastors, leadership, members or people of any liability for personal injury to any individual resulting from the use of the church facilities and agrees to be responsible for any property damage that results during the use of facilities. Please report any damage to the church office promptly. The group or individual using the facility is responsible returning the facility back to its normal format.*

*Signature of Responsible Party* \_\_\_\_\_

*Date* \_\_\_\_\_

*Signature of Avon Park Church Staff* \_\_\_\_\_

*Date* \_\_\_\_\_

