



### **Policy for Member Use of Church Building**

- **A \$100 security deposit is required for use of the building. The security deposit will be refunded upon inspection of the church building by a trustee or representative. In the event of damages the security deposit is non refundable (refer to section 4).**
- A contract must be signed for which you will provide the name, address and phone number of the responsible party.
- Please make checks payable to **Grace United Methodist Church**.
- In the event of damages to the church property, the party responsible for the facility use when the damage occurred shall be liable for the cost of repair or replacement, including materials and labor.
- The church will not be responsible for property or articles belonging to private individuals or groups, which are left at the church.
- There will be no smoking in the church building or alcoholic beverages on church property.
- A check list has been provided. Please make sure the responsible party uses this to secure the facility before leaving after your function.

### **Policy for Non-Member Use of Church Building**

- **A \$100 non refundable fee is required for use of the sanctuary or church building by a non-church member.**
- A contract must be signed for which you will provide the name, address and phone number of the responsible party.
- Please make checks payable to **Grace United Methodist Church**.
- In the event of damages to the church property, the party responsible for the facility use when the damage occurred shall be liable for the cost of repair or replacement, including materials and labor.
- The church will not be responsible for property or articles belonging to private individuals or groups, which are left at the church.
- There will be no smoking in the church building or alcoholic beverages on church property.
- A check list has been provided. Please make sure the responsible party uses this to secure the facility before leaving after your function.