

Presbyterian Church of the Cross

PO Box 13670 • 1810 Phillips Avenue

Greensboro, NC 27415-3670

336.274.5467

RULES FOR USE OF BUILDING

1. The Church building may not be used for commercial purposes. Commercial and professional groups are welcome to use these facilities provided said groups do not engage in commerce on the premises.
2. Respect and reverence for the facilities must be observed at all times.
3. No alcoholic beverages may be consumed on the premises.
4. No smoking is allowed inside of any Church buildings.
5. With the exclusion of restrooms, only the facilities specifically requested in the Application for Use may be utilized.
6. Payment is expected prior to approval of Application for Use, and a cleaning deposit is required.
7. Non-profit groups may request a waiver or reduction in fees, and such requests must be made in writing. Church members are eligible for a reduced rate.
8. Fees charged are based upon the bare minimum needed to recover Church costs of air conditioning/heat, other utilities, normal wear and tear, etc. Contributions over and beyond the usual fees are greatly appreciated (and are likely tax deductible). These contributions help to maintain and improve Church facilities for future use.
9. Arrangements for opening and closing of the building must be made in advance with the Church office.
10. After an event, **clean up is the responsibility of the individual, group or organization utilizing the facilities.** Outside cleaning crews may be hired if desired (at the expense of and under the supervision of the parties using the facilities). Trash must be bagged and placed in the garbage cans outside of the building. Floors, tables, etc. should be cleaned accordingly.
11. Lights and fans must be turned off prior to leaving, and the doors must be locked where appropriate.

12. All groups are expected to provide their own paper products (napkins, cups, plates, table cover, etc.).
13. When kitchen facilities are to be used for food preparation, orientation by Church staff is required prior to use.
14. Activities and/or decorations which may damage or otherwise destroy the walls, floors, ceilings, etc. are prohibited. (For instance: skating, rough games, etc.)
15. If room arrangements are changed (chairs, tables, etc.), upon completion of use the room(s) must be returned to the original set up (unless otherwise instructed by Church staff).
16. Registered sex offenders are expected to abide by any and all local, state and federal laws/ordinances regarding their presence on Church grounds.
17. Only temporary signs may be posted and must be removed by the utilizing parties.

The Presbyterian Church of the Cross is glad to be able to provide you the privilege of the use of these facilities which have been built by the generous contributions of members of this Church. We are proud of these facilities and remind you that we expect you to care for them as if they were your own.

If you have any questions or need to report any problems, please call the Church office at (336) 274-5467.

I/We have read (or heard read) and initialed all provisions of the above-listed Rules for Use of Building and Grounds. By signing this document, I/We acknowledge that I/We understand and agree to abide by all rules listed herein.

Individual/Group/Organization Using Facilities

Date

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FEEES FOR VARIOUS FACILITIES

Fellowship Hall	\$50 first 2 hours, \$20/hour after that
Kitchen – Limited Use	No charge <i>(limited use of refrigerator and sinks)</i>
Kitchen – Full Use.....	\$75 per meal/event (\$50 deposit) <i>(full use of refrigerator, stove, food preparation, etc.)</i>
Classrooms	\$20 first 3 hours, \$10/hour after that
Sanctuary	\$200 first 3 hours, \$75/hour after that (\$100 deposit)
Cleaning Deposit	\$50 (refundable)
Loaner Key.....	\$20 deposit (refundable)
Organ and/or Piano	Subject to approval

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APPLICATION FOR USE OF BUILDING

I/We would like to use the following Church facilities:

_____ Sanctuary

_____ Classroom

_____ Kitchen

_____ Playground

_____ Nursery

_____ Fellowship Hall

_____ Other: _____

Date of use _____

Time needed:

Beginning time (including set up) _____

Ending time (including clean up) _____

Description of purpose and activities:

Number of people expected to be in attendance _____

Individual/Group/Organization name _____

Contact Person(s) _____

Phone numbers:

Day (_____) _____

Evening (_____) _____

Other (_____) _____

This application is considered a contract between the Individual, Group or Organization applying for use of Church facilities and the Presbyterian Church of the Cross. Please understand that this application does not constitute a guarantee of the use of the facilities. All applications are subject to the approval of the Session of the Presbyterian Church of the Cross. A representative of the Church will provide confirmation by phone when the application has been approved.

While the Presbyterian Church of the Cross does not discriminate on the basis of race, age, sex, handicap, nationality, or sexual orientation, the Church reserves the right to deny the use of its facilities by any individual, group or organization the Church deem fit. Such denial of use shall be made without any explanation.

By signing this application, the applicant(s) assume(s) responsibility for any damages and/or injuries which may occur during use of the Presbyterian Church of the Cross facilities. To the fullest extent provided by law, any individual, group or organization utilizing Church facilities hereby releases, waives, discharges and covenants not to sue the Presbyterian Church of the Cross, its officers, officials, agents, representatives, employees and/or members for reason of any personal injury (including bodily injury and/or death) and/or property damage or loss which is sustained while utilizing Church facilities. The Church strives to maintain a clean and safe environment, and it is expected that the applicant(s) will do the same while using Church facilities.

Only the facilities specifically requested in the application above may be used by the applicant(s). Please be courteous and respectful of any other persons or groups that may be using the facilities at the same time.

Payment is expected with the submission of the Application for Use. If the application is rejected by the Church Session, all payments will be refunded.

I have read or heard read the above Application for Use of Building. I understand and accept the terms set forth therein.

Applicant(s)

Date