

CHURCH AT REDSTONE | FACILITY USE POLICY | 2017

Statement of Purpose

The church's facilities were provided through God's benevolence and by the sacrificial generosity of church members. The church desires that its facilities be used for the fellowship of the Body of Christ and always to God's glory. Although the facilities are not generally open to the public, we make our facilities available to approved non-member persons and groups as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

However, use of the church's facilities and/or grounds will not be permitted to persons or groups holding, advancing, engaging in, or advocating beliefs, or practices that conflict with the church's faith or moral teachings, which are summarized in the church's constitution and bylaws. The church's Elders are the final decision-makers on whether a person or group is allowed to use church facilities, though for the sake of expediency, they may choose to defer to the pastor in these matters.

Approved Users and Priority of Use

The Elders must approve all uses of church facilities and grounds. Priority shall generally be given to members of the church, their immediate families, and organized groups that are part of the ministry, organization, or sponsored activities of the church. The Church at Redstone can, at its discretion, deny use of the facilities without explanation or reason. The church building is not for rent by for-profit businesses or organizations.

It is the general policy of the church that all religious services such as weddings, funerals, dedications, memorial services, etc., will be conducted by the Pastor of the Church at Redstone. Exceptions may be granted on a case-by-case basis.

Church facilities, grounds and equipment may be made available to non-members or outside groups meeting the following qualifications:

1. Groups or persons requesting facility use must affirm that their beliefs and practices and planned uses of the facilities do not conflict with the church's faith and practice.
2. The group or person seeking facility use must submit a signed "Church Facility Reservation Request and Agreement" form.
3. The group or person seeking facility use must be willing to take responsibility for the facilities and equipment used and must agree to abide by the church's facility use requirements, as stated below and as described in any additional instructions by church staff.

Scheduling Events

Requests for facility or grounds use may be made, by submitting the "Church Facility Reservation Request and Agreement" form to the church office. The event will be reserved and placed on the church calendar only when the Elders approve the use.

Fees

Use of church facilities is subject to a use fee and a cleaning fee to pay for the upkeep of church facilities. A schedule of these fees is available from the church office or Pastor.

When an event is held in the church that is not officiated by the Pastor, there is an additional Building Supervisor fee of \$50.00. There is an additional pastoral officiating fee when our pastor conducts a ceremony or event for people not associated with the church on a regular basis. Musicians and Sound Technicians have their own fee schedule. See the pastor for details.

Indemnity and Hold Harmless Agreement

For all non-church-sponsored events, the designated person requesting use of the facilities or grounds must indicate by their signature to Indemnify and Hold Harmless the Church at Redstone and its agents for any injury, harm, or other damages to the undersigned or members of their organization and guests, invited or not as delineated in the church's "Facility Reservation Request and Agreement".

Facility Use Requirements

1. Alcohol Policy: No alcohol may be served or consumed in church facilities or on church property.
2. Smoking Policy: No smoking is allowed inside the church. Smoking should be done outside with butts properly disposed of, not left on the ground.
3. Groups are restricted to only those areas of the facility and grounds that the group has reserved.
4. No food or beverages may be served or consumed in the sanctuary without special permission.
5. For weddings, rice is not to be used anywhere on church property. Birdseed may be used outside if it is swept up afterward
6. Parking: Since the church has limited onsite parking, larger groups should use the Elk Park lot for overflow parking. Some parking on the sides of the street is tolerated for limited periods of time, but larger events will need to make plans on to how to handle traffic flow and parking while using the facilities.
7. Church equipment, such as tables and chairs, must be returned to original placement, unless arranged otherwise prior to the event.
8. Although the cleaning fee includes janitorial service, each group using the facilities and grounds is responsible to pick up any items it has brought into the building, and to return the furniture to its original location.
9. All lights must be turned off and doors closed upon departure.
10. Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited while using church facilities or grounds. Any person exhibiting such behavior will be required to leave the premises.
11. Any person or group desiring to use the facilities or grounds must have a designated representative sign the "Church Facility Reservation Request and Agreement" form prior to confirmation of reservation.

Facility Reservation Request and Agreement

Responsible Individual: _____

Address: _____

Phone Number: _____

Email Address: _____

Please state whether you are a: Church Member Church-Sponsored Ministry Non-Member
 Non-Member Group/Organization

If the requested use is by an organization not affiliated with the church, please briefly state the organization's purpose and mission:

Indicate the organization's website, if any:

Describe which church facilities or grounds that you are requesting use of and the purpose for which you intend to use them:

Date(s) and time(s) are you requesting to use the facilities or grounds:

I affirm the following:

1. I understand that the church does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict the church's faith.
2. I am not aware of any beliefs that are professed by me, or the organization I represent and which is requesting use of the church's facilities, nor does the purpose for which I am requesting use of church facilities contradict the beliefs of the church. I agree to promptly disclose to church staff any potential conflicts in belief.
3. I understand that upon approval of my facilities use request, I may need to provide a security deposit and any other fees required by the church.
4. I understand and agree that neither the Church at Redstone, nor its officers, representatives, employees, and agents may be held liable in any way for an occurrence in connection with my or my organization's use of the facilities and grounds which may result in injury, harm, or other damages to the undersigned or members of our organization and guests, invited or not. Rather, I agree that I or our organization alone shall be responsible for any property damage, personal injury or death that may occur during our use of the premises.
5. The church believes disputes are to be worked out between parties without recourse to the courts. See, generally, Matthew Chapter 18 and 1 Corinthians Chapter 6. Accordingly, users of the facility agree to attempt resolution through Christian mediation, and failing that to submit to binding arbitration through the American Arbitration Association, or any other mutually acceptable arbitration service.
6. I understand that the church does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to the church Elders' approval, which is conditioned in part on my agreement to the requirements in the "Church Facility Use Policy," a copy of which I have read and understood.
7. I understand the terms herein are contractual and not mere recital; and that I have signed this document of my own free act and volition. I further state and acknowledge that I have fully informed myself of the content of this affirmation and release by reading it before I signed it.

Signature & Printed Name of Applicant

_____ **Date:** _____

Approved By Church at Redstone:

_____ **Date:** _____