

Vineville Baptist Church Facilities Request Form

REQUESTOR INFORMATION:

Name:		Phone Number:		
Email Address:			VBC Church Member?	<input type="checkbox"/> Yes <input type="checkbox"/> No

EVENT INFORMATION:

Event Name:				
Event Purpose:				
Date of Event:			Time of Event:	
Setup Time Requested:			Cleanup Time Requested:	
Unlock Doors At:			Lock Doors At:	
AC/Heat Requested:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	AVL Needs:	<input type="checkbox"/> Yes <input type="checkbox"/> No

SPACE & RESOURCES REQUESTED:

This reservation form is for non-wedding events. All weddings must be reserved through the VBC wedding coordinator. Please contact the Church Office.

Church Sponsored Event (\$0)										
Activities Building			Moore Building			Sammons Building			Landrum Building	
Gymnasium			M-106			Children's Classrooms			Ball Room	
Parlor			Conference Room			VBMS Hall			Lower Auditorium	
Kitchen						Adult Choir Room			Guest Reception	
Youth Room						Handbell Room			Library	
									Sanctuary	
Other Available Resources										
Passenger Van			Hines Terrace Lot			Furnished Playground				
Cargo Van			Pierce Lot							
			Vineville Lot							

Please Note:

The church reserves the right to cancel/amend this request if a conflict arises with a church event. The undersigned requestor and parties involved do hereby waive liability, release and forever discharge Vineville Baptist Church, its members individually, its officers, agents, or employees from any and all demands, rights, and causes of action of whatever kind or nature, arising out of all known and unknown, foreseen and unforeseen bodily and personal injuries, damage to property, and the consequences thereof, including death, resulting from their voluntary participation on our premises.

To maintain proper room temperature, exterior doors must remain closed. DO NOT PROP DOORS OPEN.

Requestor Signature:

Date:

To be completed in the Church Office

Pastor's Approval:

Date: