

KENT MEMORIAL LUTHERAN CHURCH

Application for Use and Rental of Facilities

The facilities of the church are available to both members and non-members of Kent Memorial. The suggested fees for weddings, showers, reunions, etc. are as shown below. Outside groups and organizations may use the church facilities if their purpose is considered worthy and if their programs do not conflict with scheduled congregational activities. Decisions concerning worthiness can be determined by the Chairperson of the Property Committee, the Kent Pastor and by the President of the Church Council. A Kent Memorial representative shall be present during the use of the facilities by non-members. Kitchen use by non-members is limited to food warming purposes only.

Fees to be paid by members of Kent: *

Use of Fellowship Hall\$50.00
Custodial Fee for Fellowship Area.....\$50.00
Custodial Fee for Worship Area.....\$50.00
Organist's Fee and Pastor's Honorarium shall be set by those involved.

Fees to be paid by non-members: *

Use of inside/outside Worship Area.....\$150.00
Use of Fellowship Area.....\$100.00
Custodial Fee for Worship/Fellowship Area.....\$100.00
Organist's Fee and Pastor's Honorarium shall be set by those involved.

*All fees are to be paid on or before the scheduled event. All users are responsible for removing all trash to the dumpster.”

Application for Facility Use

Name _____ Phone _____

Address: _____

Organization (group): _____

I wish to use the facilities checked below on (date) _____ Time _____

I will need additional preparation time on (date) _____ Time _____

Please check area/s needed:

_____ Church Nave _____ Fellowship Area _____ Church Kitchen
_____ Outdoor Worship Area _____ Church Grounds _____ Other (describe)

Church facilities to be used for:

_____ Wedding (Please list names of Bride and Groom) _____

_____ Other (Please list type and function) _____

Facility users agree to defend and indemnify Kent Memorial Lutheran Church and hold it harmless for any liability or claims arising from the use of the property.

Applicant Signature: _____ Date: _____

RETURN APPLICATION and FEES TO: KENT MEMORIAL LUTHERAN CHURCH

184 Sunset Hill Drive, P.O. Box 155, Sunrise Beach, Missouri 65079

Note: Official, unscheduled congregational functions, such as funerals, emergency meetings take priority.

The approval of this application is subject to cancellation when conflicts occur.

Revised February 19, 2008