

APPLICATION FOR USE OF CHURCH FACILITIES
The First Presbyterian Church
Southold, New York

The undersigned hereby requests the use of the following church facilities on the date and at the times indicated below:

Building / Facilities Desired	Date Desired	Time Desired	
		From	To

Note: Please list separately, above, each of the following facilities desired: Church Sanctuary, Christian Education Building (specify first or second floor or both), Church Kitchen, Church Library, other facilities or equipment.

This request is made on behalf of the following Organization or Family:

Fund raising?

Name: _____

Yes

Address: _____

No

For the purpose of:

In the event that this application is approved, I agree to accept the responsibility for seeing to it that all those using the facilities abide by the church rules which includes no smoking anywhere in the building and that the premises be left in the condition found and that the kitchen areas be thoroughly cleaned if used.

Certificate of insurance covering General Liability and naming the First Church, Congregation or Society as named insured. Certificate to be attached to application form.

Approved by the Session _____ on _____

Application rejected for the following reason:
