

FOLCROFT UNION CHURCH

REQUEST FOR USE OF FACILITY / PROPERTY
FOR USE BY FRIENDS OUTSIDE OF OUR CHURCH FAMILY
(Requires a Member/Regular Attendee-Sponsor for approval)

INSTRUCTIONS: Please read the attached Policy. Please keep the Policy sheet for reference - hand in this Request Form only. Please provide all the information requested below. Submit to Ministries Team by returning this form to the church. If you have questions or concerns, please call the Church Office at 610-461-8300.

Request made by: (name of individual)

of the (name of group or organization)

(home phone) (work or cell phone)

(address of individual, group or organization)

on (day and date requested) From To (time period requested)

for (type of activity)

FOR USE OF THE FOLLOWING ROOMS and/or EQUIPMENT (tables, chairs, etc.)

Access to Youth Rooms, games and equipment is granted only by special request to the Ministries Team and only if monitored by a Member-Sponsor Adult (age 25 or older) who is present at the event.

I request use of the Youth Room games and equipment

Name & Phone of my Member- Sponsor

I am requesting use of the Church Kitchen for food preparation and service. The list of specific items I am requesting is attached.

Number of people under the age of 18 expected to attend:

Number of people over the age of 18 expected to attend:

We have read the Responsibility Contract and we agree to follow the guidelines established and abide by the restrictions listed.

Signature: Requester Date Signed

Signature: Sponsor Date Signed

