

FOLCROFT UNION CHURCH

MINISTRIES TEAM POLICY RESPONSIBILITY AGREEMENT FOR REQUEST FOR USE OF FACILITIES/PROPERTY (For use by Friends outside of the Church Family)

Relative to my request for use of the facilities/property at the Folcroft Union Church, my Member-Sponsor and I, agree to the following:

- That my Member-Sponsor is required to be present at my function from beginning to end.
- We understand that a donation of \$450 is encouraged and expected. We further understand that this amount includes a \$50.00 CASH security deposit which will be refunded if nothing is missing or damaged during my event. Damage or loss exceeding \$50.00 is also my responsibility.
- We will assume responsibility for damage to and loss of Church property. We agree to report any and all incidents, in writing, to the church office.
- That my Member-Sponsor will obtain a building key for my use and that I will return same to my Member-Sponsor at the end of my event; I understand my Member-Sponsor will be contacting me.
- We will not permit smoking, alcohol, or drugs of any kind in the building or on the surrounding premises of the Folcroft Union Church.
- We are willing to submit a background sheet or "Statement of Philosophy" on my organization as requested.
- We are aware that the telephone is available for emergency use only and I am fully responsible for any and all misuse of the telephone.
- We are aware that access to classrooms and other areas of the building not listed on my original request are prohibited. I will honor this restriction.
- We are aware that high impact regulation sports and games, using regulation equipment, are not permitted. High impact activities include, but are not limited to: basketball, volleyball, hockey, dodge ball, bombardment, football.
- We are aware that use of Nerf equipment is permitted and is not limited at this time. Use of common sense is strongly encouraged.
- We understand that Christian music and appropriate secular music and dance are permitted, HOWEVER, my Member-Sponsor is charged with, and has the authority to end all inappropriate activities.

FOLCROFT UNION CHURCH

- We will provide adequate adult supervision for activities involving children under 18 years of age. ("Adult" - for this situation - being someone 25 years or older.)
- We understand that decorations are permitted using removable tape only; no nails or tacks, and that all decorations should be removed when this event is over.
- We agree to leave the property as we found it. Specifically:
 - If we change the "set-up" we will put it back.
 - If we use the kitchen, we will clean it up, including wash, dry and put away everything used.
 - We will dispose of all trash / garbage into the outside covered trash containers.
 - We will use the sweeper / vacuum as necessary.
 - We will check every area of the facility we use – including the bathrooms – to ensure all lights are off, AC and/or fans are off (fans will be unplugged), and all doors are locked when we leave.
- We acknowledge that using the facilities of the Folcroft Union Church is at my own risk and the Church will not be held liable in any way.

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

Signature: Applicant

Date signed

Sponsor Signature: Church Member

Date signed