

KERSEY COMMUNITY CHURCH

970-353-3969

Facility Use Request Form/Services **FUNERAL**

**Rules for use of the church facilities require that there be no alcohol, no tobacco, no dancing, and no foul language used in the buildings or on the grounds of the church. All activities should be edifying to our Savior Jesus Christ.**

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Funeral Home \_\_\_\_\_ Funeral Home phone Number and Contact \_\_\_\_\_

**Please have them contact the church as soon as possible.**

If you would like to use a Pastor not associated with Kersey Community Church, you would need to have prior approval before this form is submitted, please contact the church at 970-353-3969

Pastor Scott Miller - Associate Pastor \_\_\_\_\_

Pastor's fee (If not included with the Mortuary fee) \$150.00

Date Requested: \_\_\_\_\_

Start and End Time \_\_\_\_\_

**Facilities Requested:** \_\_\_\_\_ **Fee:** \_\_\_\_\_

Sanctuary \_\_\_\_\_ No Charge

**Audio/Sound** \_\_\_\_\_ **Mark requested services.**

Sound Technician \$50.00) \_\_\_\_\_

Live stream/record \$50.00) (1 technicians) \_\_\_\_\_

Video/PowerPoint \$50.00) (1 technicians) \_\_\_\_\_

Organist/Pianist \$50.00) (if request both each \_\_\_\_\_ receives \$50.00)

**The use of an outside sound technician is prohibited.**

Cleaning fee \$100.00) \_\_\_\_\_

Total \_\_\_\_\_

**Memorial Building for Reception** \$100.00) (\$50 per hour (2 hr. minimum required, each additional hour, \$50.00)

Time requested for reception? \_\_\_\_\_ hrs.

Do you want the church to provide a reception meal? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, how many guests do you anticipate will attend? \_\_\_\_\_ (Your overall cost is based on this number)

Options for meals-

1) full meal includes - Croissant Sandwiches, chips, salad, dessert, drinks, serving staff and clean up - \$5.00 per person.

2) 1/2 meal includes - Croissant sandwiches, chips, drinks, serving staff and clean up - \$3.00 per person.

3) Dessert only - cookies, drinks, serving staff and clean up - \$2.00 per person.

Which option would you like: 1,2 or3? \_\_\_\_\_ Total - number of guests \_\_\_\_\_ Total Due: \_\_\_\_\_ \*

**\* Payable to Kersey Community Church prior to event**

**If you want to provide your own food, please contact the church.**

***\*The KCC Board/Pastor reserves the right to waive or modify the fee(s) at their discretion. \****

***Disclaimer - If an emergency comes up that conflicts with this event, you will be notified as soon as possible***

I, \_\_\_\_\_, being at least 21 years old, do hereby agree to supervise carefully the activities, building, equipment and the parking area, and to be responsible financially to the Kersey Community Church for any damages that might occur to the building or property due to such use. I also agree that all present shall adhere to the rules set forth above. I agree to relieve the Kersey Community Church from all liability and/or responsibility for any injury, damage or loss to any person participating or attending the function, and to indemnify and hold the Kersey Community Church harmless from such consequences.

***I agree with and have signed the attached Faith Statement. If not signed, the request will not be approved.***

Signature \_\_\_\_\_

Date \_\_\_\_\_

**I am responsible for making sure the building/buildings are securely locked when I leave. (intl)\_\_\_\_\_**

Board Action \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_