

LeRoy Covenant Church

Building Use Form

Form must be completed, signed and turned in to the Office before an event can be added to the church calendar.

Name: _____

Email: _____ Phone: _____

Event: _____ Time: _____

Date(s) Needed: _____ Estimate of # attending: _____

Will Need: (Check all that apply)

	Sanctuary	\$100 (for non-members & inactive members)
	Fellowship Hall	\$200 (for non-members & inactive members) Includes use of tables and chairs.
	Kitchen	
	Sound Equipment Operator	\$50 Name of operator: (Must be a LeRoy Covenant Church Operator)
	Pianist	\$50 Name of pianist:
	Organist	\$50 Name of organist:
	Borrowing Chairs	# Needed (only metal chairs)
	Borrowing Tables	# Needed (only long folding tables)
	Other Needs:	
	Clean-up Crew	\$50

Signature of user: _____ Date signed: _____

Trustee: _____ Date signed: _____

Pastor: _____ Date signed: _____

Note: Payment is required prior to an event. Date Payment Received: _____ Initialed: _____

****If using the facilities for a Memorial, there is no charge. Donation only.****