



Thankful Baptist Church

1218 Union Point Road

Stephens, GA 30667

www.thankfulbaptistchurch.net

Application for Rental of Church Facilities

Date of Application: ___/___/___

Name of Applicant: _____ Phone #: _____ Cell: _____

Name of Organization (if applicable): _____

Address of Applicant/organization: _____

Person responsible for event: _____ Phone #: _____ Cell: _____

NATURE OF EVENT Wedding Church Function Banquet Other _____

Member of TBC?: Yes No

Rental Fees:

Sanctuary \$250

Fellowship Hall \$250

Pianist:

Antron Guest

Weddings,
funerals,
banquets,
etc.

Contact for Prices

Sound Room Technician:

Stafford McKinney

Contact for Prices

Event Information

Date of Event _____ Time of Event _____

Church open: _____ minutes/hours before event

Rehearsal Date: _____ Hours: _____

Number of Guests: _____

If this application is approved, the conditions on the reverse side of this application will be observed. The above named applicant/ Organization agrees to assume all responsibilities for damages, loss, or other liabilities arising from the use of the Church facilities. A \$100 refundable deposit required at the time of application or at least an week in advance.

APPLICANT SIGNATURE: _____

FOR OFFICIAL USE ONLY

Approved: _____ Approved: _____
Pastor Dwight L. Sims Administration

Assigned to: _____
Event Coordinator

Rental Amount: \$ _____

Rental Policy

1. Events sponsored by the Thankful Baptist Church have first priority for use of the Church facilities. Church-wide events are those approved by the Pastor /Administration or regularly scheduled on the Church calendar.
2. When not in use by the groups defined above, facilities may be available for rental for Christian activities or activities that are not contrary to our Church mission and bylaws. An application shall be submitted to the Church office at least two (2) weeks in advance.
3. A \$100.00 refundable deposit plus any rental fees are required from each applicant, applicable to both member or nonmember, at the time of application or at least one week before scheduled event. Deposit shall be returned to applicant within five (5) days upon a satisfactory inspection of the rented space for any damage by the Deacon
4. Church facilities will not be available for any activity that is secular in nature and contrary to Church mission and bylaws, nor will it be available for long-term rental of any for-profit activities. Occasionally, the Minister staff/ Admin. may authorize the rental for secular activity which either provides a needed service to the local community or as an out-reach apparatus.
5. On certain occasions, the facilities may be available to non-affiliated church(es) for worship service when its regular place of worship is interrupted by weather or natural disasters. Such one-time rental is available at the customary rate that is otherwise paid by the applicant for its regular place of assembly. However, continued rental of Church facilities under such circumstance will be treated as “nonmember” rental and all applicable fees shall apply.
6. **Smoking and alcoholic beverages are not permitted on Church premises.** Beverages or food is not permitted in the Sanctuary, and classrooms. Adhesive tape may not be used on walls, nor objects hung on the drapes or ceiling; nor may wall hangers be affixed to the walls of the rental facilities without prior approval of the Church. The removal of Church equipment (ex: chairs, tables, etc.) from Church premises is prohibited. The Church organ, piano, drums, and audio equipment are to be used by special permission only. Decorations such as streamers, color ornaments, flowers and balloons are to be properly disposed of at the end of events.
7. By signing this agreement, Applicant agrees to the liability coverage and wavier of liability and consequential damage.
8. The signer of this application shall assume full responsibilities for damages or loss during his/her organization’s use of the Church facilities. A responsible individual representing the applicant/ organization shall be in the Church building at least 15 minutes before each event, and shall be responsible for seeing that the event is confined to the facilities made available.
9. The Event Coordinator will open up the church at least 30- 45 minutes before scheduled time of event, to ensure, that the church is operational, clean, and presentable.
10. The church is not responsible for items that are left at the church. Ex: cell phones, clothes, media equipment, etc. Dea. Alphonso Burgess will not come back to open the church after it has been locked after an event. The owner will have return the next day to retrieve left items.
11. **Applicant agrees to clean sanctuary, bathrooms, floors, etc.. after the end of the event. FAILURE to comply could result in additional fees applying(as determined by TBC Admin.)**

Applicant Initials: _____