

# BUILDING USE AGREEMENT

Revised – 3/25/13

Wheeler United Methodist Church  
Blountville, Tennessee

Organization/Persons Using Facilities \_\_\_\_\_

Date of event \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Times Needed \_\_\_\_\_

**WUMC Facilities Needed-** Please check which WUMC facilities will be used:

- Family Life Center
- Kitchen
- Sanctuary
- Classrooms # \_\_\_\_\_
- Other \_\_\_\_\_

**Conditions-** The use of WUMC facilities pursuant to this Agreement is subject to all the conditions in the Building Policy of Wheeler United Methodist Church.

**Approved Use Area-** The user group should restrict their activities to the requested areas.

**Damage and Liability** (Remember this is God's House.)

- Any damage caused by the group using the facilities will be paid for by the person signing this agreement.
- Groups using the facility are required to sign a waiver of liability. (See attached.)
- Groups using the facility may not attach any permanent or semi-permanent items to walls or floors.
- Any problems should be reported immediately to the church office or Pastor.

**Housekeeping-** Groups must leave all areas they used clean and in good condition.

**Security-** Groups using the facilities should coordinate the turning off of the lights and locking of doors with other groups using the facilities at that time. Please make sure all doors are locked.

**Deposits and Fees**

1. Family Life Center/Gym- \$50 damage deposit, \$25 per hour, not to exceed \$100
2. Kitchen- \$50 damage deposit, \$50 fee per meal
3. Classrooms- No Charge for three or less rooms. If more is needed contact the Pastor.

Responsible Party Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Wheeler United Methodist Church Approval Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Office Use Only

Deposits/Fees Received: