

**REQUEST FOR USE OF AN ASSOCIATIONAL BUILDING**  
**Central New York Baptist Association**

Name of Person Making Request \_\_\_\_\_ Date \_\_\_\_\_

Church where above person is a member \_\_\_\_\_

Purpose of use: \_\_\_\_\_

Facilities Requested: \_\_\_\_\_

\_\_\_\_\_

Date(s) Needed: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

Equipment Needed: \_\_\_\_\_

**Responsibility Statement:**

I will be responsible for any and all damage to the associational building, equipment, and/or property caused by me or my group during the use of the building as noted above. I will also put things back in order, clean up, carry out garbage, or other such tasks as needed to put the property back in the same shape it was in when I arrived. I will also see that there is no smoking or drinking of alcoholic beverages on the premises during the time of the use of the building noted above.

Signed: \_\_\_\_\_

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

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(FOR OFFICE USE ONLY)

Approved: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Property Manager