



BUILDING USAGE AGREEMENT
(Funeral)

This agreement made and entered into this _____ day of _____ 20____
between _____ (*print name*) & New Hope Baptist Church of
Jay Ok.

I, _____ (*print name*), hereby agree to be
personally responsible, to be in charge, and guarantee that all Building Usage Policies
set forth on page 2 of this agreement by New Hope Baptist Church are carried out.

I further agree to be personally responsible for any damages which results from the
above party or by any person attending the function.

It is further understood and agreed that a representative of New Hope Baptist Church
will inspect the church before and after the ceremony or function and determine if all
aspects of this policy and agreement have been fulfilled.

I also understand that the deposit will only be returned when all terms of this
agreement have been met.

The policies of New Hope Baptist Church are outlined on pg. 2 of this agreement and
that are also part of this agreement.

User Signature: _____

NHBC Rep. Signature: _____

Date: _____ / _____ / _____



BUILDING USAGE AGREEMENT

(Funeral)

Name of Deceased: _____

Name of Funeral Director: _____ Phone: _____

Name of Funeral Home: _____

Address: _____ Phone: _____

Funeral Date: ____ / ____ / ____ Time: _____

Officiating Minister: _____ Ph: _____

Minister performing Premarital Counseling: _____

Policies:

1. Saturday Services must begin no later than 2:00 pm. *No Sunday Funerals.*
2. Church Auditorium seats approx. 215-220. Chairs must not be moved or removed without permission from Pastor or Elder.
3. Nothing may be attached to furniture by tacks or tape.
4. Candles may be used on a rostrum ONLY & then only if appropriate protection is provided for carpet.
5. All flowers and plants must be removed the day of the service unless otherwise coordinated with Pastor or Elder.
6. TOBACCO & INTOXICANTS ARE **NOT PERMITTED IN ANY FORM ON CHURCH PROPERTY** (*this includes smoking in the parking lot*). To avoid embarrassment, it is suggested that the rules be called to the attention of ALL members of the wedding party.

FEES: Non Church Members		(√)
Cleaning fees:	Auditorium	\$50.00 _____
	Fellowship Hall	\$50.00 _____
Sound System technician		\$50.00 _____
	Total	_____

I/we will abide by the policies set forth by New Hope Baptist Church and agree to pay for any and all damages which may be inflicted upon said premises to the satisfaction of the Church.

User Signature: _____ Date: ____ / ____ / ____

Pastor or Elder Signature: _____ Date: ____ / ____ / ____