



BUILDING USAGE AGREEMENT
(Wedding)

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

(Wedding)

Name of Bride: _____

Address: _____ Phone: _____

Name of Groom: _____

Address: _____ Phone: _____

Rehearsal Date: _____ Time: _____ Rehearsal Dinner at Church? Y N

Wedding Date: _____ Time: _____ Reception at Church? Y N

Minister performing ceremony: _____ Ph: _____

Minister performing Premarital Counseling: _____

Policies:

1. Saturday weddings must begin no later than 2:00 pm. No Sunday Weddings.
2. Dishes, utensils, etc. provided by the Wedding Party or people in attendance.
3. Food is allowed in the Fellowship Hall area only.
4. Church Auditorium seats approx. 215-220. Chairs must not be moved or removed without permission from Pastor or Elder.
5. Premarital counseling is required of both Bride & Groom prior to wedding.
6. Decorations may not be attached to furniture by tacks or tape.
7. Candles may be used on a rostrum ONLY and then only if appropriate protection is provided for carpet.
8. Unless an aisle cloth is used, no fresh flower petals may be strewn down the aisle.
9. Rice, confetti, or other material may not be thrown inside the building.
10. 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: (*To be paid 10 days in advance*) (√)

All Parties- damage deposit (<i>refundable</i>)		\$250.00	_____
Non-Members- facility usage:	Auditorium	\$50.00	_____
	Fellowship Hall	\$50.00	_____
All Parties- cleaning fees	Wedding	\$50.00	_____
	Reception	\$50.00	_____
All Parties- sound system technician	Rehearsal & wedding	\$50.00	_____
	(<i>Extra rehearsals \$20.00 each</i>)		_____

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: ___ / ___ / ___