



FACILITY USAGE AGREEMENT

Today's Date: _____

Name of Person(s) Responsible: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Mobile Phone: _____

Email: _____

Date(s) of Activity: _____

Activity Start Time: _____ End Time: _____

Type of Activity:

JCC Church-Wide Activity JCC Ministry Group

Non-church activity

Description of Activity: _____

Set-up & Decoration Date & Time(s): _____

Room(s) to be used: Worship Center Kitchen

Nursery S101 Room S102 Room S103

Room N101 Room N102 Room N103

Room N104

Do you need the stage area cleared? Yes No
Stage area is strictly off limits unless usage is requested & pre-approved.

Will you need to use the JCC Sound/Media in the Worship Center?

Yes No

* JCC Sound/Media Technician must be present when in use. Fee is \$50 per hour (2-hour minimum).

Times Requested: _____

Are you a member of JCC? Yes No

Facility Usage Deposit is \$250.00. *Deposit will be refunded 1-week after the event if there is no extensive damage or additional clean-up to the building or campus. The donation for usage of the Facility is \$500.00
*Donation is waived for active members of JCC.

* Please refer to Donation Scale!

Have you read the "Facility Guidelines & Procedures"?

Yes No

Are you willing to abide by these guidelines? Yes No

Signature: _____ Date: _____

JAMESTOWN CHRISTIAN CHURCH

900 N. LEBANON ST./P.O. BOX 147, JAMESTOWN, IN 46147

OFFICE: (765) 676-5182

EMAIL: INFO@JAMESTOWNCHRISTIANCHURCH.NET

WWW.JAMESTOWNCHRISTIANCHURCH.NET

(over)



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JCC Church-Wide Activity JCC Ministry Group

Non-church activity

Description of Activity: _____

Set-up & Decoration Date & Time(s): _____

(over)

Room(s) to be used: Worship Center Kitchen

Nursery S101 Room S102 Room S103

Room N101 Room N102 Room N103

Room N104 Shelter House Only

Do you need the stage area cleared? Yes No
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