

Fellowship Hall Reservation

TO: First Cumberland Presbyterian Church Session

ACTION REQUESTED: Rental of Fellowship Hall

_____, **Administrative Coordinator of the First
Cumberland Presbyterian Church, and _____**

(Individual, Organization) agree on this date _____ that the latter

wishes and agrees to rent the Fellowship Hall for the purpose of

_____ **from _____ am/pm to _____ am/pm and be**

responsible for any and all injury or property damage incurred. The latter

has reviewed and understands the Church's Building Usage Policy. The

latter understands there shall be no use of alcohol or burning of candles

while using the facility. For non-member events a \$300 usage fee is

required for 3 hours, which includes a non-refundable deposit of \$75.00

with a signed copy of this agreement. The balance is due 10 days in

advance of the event date.

Please note that the following are not included in this accommodation:

Utensils, tablecloths, other First Cumberland Presbyterian Kitchen aids.

Signature and Date

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