

HOLY TRINITY

LUTHERAN CHURCH

1413 Nebraska Street • Mound City, Missouri 64470 • (660) 442-1029 • holytrinitymcmo.org

Holy Trinity Lutheran Church Facility Reservation Request Form

Name of Group: _____

Purpose of Reservation: _____

Date of Reservation: _____

Requested Beginning and Ending Time: _____ - _____

Name of Main Contact Person: _____

Daytime Phone of Contact Person: _____

Fees

Individual/Organization	Deposit	Facility Fee	Insurance Certificate
Members of Holy Trinity	None	None	None
Organizations affiliated with the LCMS, or other religious organizations in spiritual agreement with Holy Trinity	None	None	None
Not for Profit 501(c)3 groups which engage in charitable or educational work consistent with the mission of Holy Trinity	\$ 200	None	None
Other Not for Profit 501(c)3 groups	\$ 500	None	None
Private gathering of individuals not affiliated with Holy Trinity or the LCMS	\$ 1000	\$ 100 / hr	Liability Insurance Certificate of \$ 1 M
Private gathering of an organization not affiliated with Holy Trinity	\$ 2000	\$ 200 / hr	Liability Insurance Certificate of \$ 1 M

User Agreement

1. I understand that the church does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict its faith.
2. To the best of my knowledge, the purpose for which I am requesting use of church facilities will not contradict the church's faith. I am not aware of any beliefs that are professed by me or the organization I represent that contradict the beliefs of the church. I agree to disclose any potential conflicts in belief to church staff promptly.
3. I understand that if my facilities reservation request is approved, I will need to deposit the fee identified above, which is conditioned in part on my agreement to the church's Facility Use Policy, a copy of which is available on the church's website, which I have received, and which I have read and understood. I understand that I will be responsible for any damages to the church facilities resulting from this proposed use of facilities.
4. I understand that the church does not allow its facilities to be available generally to the public, and that my use of these facilities is subject to the Pastor's approval, subject to review and approval or disapproval by the Board of Elders in agreement with the church's Facility Use Policy.
5. I understand that the church reserves the right to cancel any reservation, or terminate a transpiring reserved event, at any time.
6. The church believes disputes are to be worked out between parties without recourse to the courts (Matt 18; 1 Cor 6). Accordingly, users of church facilities agree to resolution of any disputes through Christian mediation.

Disclaimer

Any opinions or views expressed by the above-named group, its members, agents, affiliates, representatives, or related persons, which are contrary to the church's statement of faith, shall not be construed as an endorsement by the church of those opinions or views. Holy Trinity Lutheran Church reserves the right as to any person expressing such opinions or views to eject them from church facilities.

Name

Date