

UU Community Church of SW Michigan

**APPLICATION FOR IN-HOUSE USE
OF CHURCH FACILITIES**

DATE OF APPLICATION _____

COMMITTEE/GROUP/COVENANT _____

TYPE/NAME OF EVENT _____

ROOM(S) REQUESTED _____

CONTACT
PERSON _____ DAY PHONE _____

One time event? _____ Start time _____ End time _____
(day & date)

Recurring event? _____ Start date _____ End date _____
(monthly, weekly)
Start time _____ End time _____

Key required? _____ Issued to _____ Returned _____

Kitchen required? _____ Set-up required? _____

Childcare required? _____

****I have read, understand and will abide by the UUCU Facilities Use Policy located
in the front of the Facility Use binder.**

****If providing childcare, I have read and understand the "Childcare Guidelines."
(Available from church office.)**

Request submitted by _____



ACTION TAKEN _____ Date _____

Childcare Guidelines sent _____ Who contacted? _____