

# FOLCROFT UNION CHURCH

## REQUEST FOR USE OF FACILITY / PROPERTY FOR USE BY CHURCH MEMBERS and REGULAR ATTENDERS

**INSTRUCTIONS:** Please read the attached Policy. Please keep the Policy sheet for reference - hand in this Request Form only. Please provide all the information requested below. Submit to Christian Ed. Committee by placing this form into DRAWER #12. If you have questions or concerns, please call the Church Office at 610-461-8300.

Request made by: \_\_\_\_\_  
(name of individual)

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(home phone) (work or cell phone)

on \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
(day and date requested) (time period requested)

for \_\_\_\_\_  
(type of activity)

FOR USE OF THE FOLLOWING ROOM(S) and/or EQUIPMENT (tables, chairs etc.)

\_\_\_\_\_

**Access to Youth Rooms, games and equipment is granted only by special request to the C.E. Committee and only if monitored by a supervising adult (age 25 or older) who is present at the event.**

I request use of the \_\_\_\_ Youth Room \_\_\_\_ games and equipment

The name and phone number of the Supervising Adult is: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ I am requesting use of the Church Kitchen for food preparation and service. The list of specific items I am requesting is attached.

NUMBER OF PEOPLE UNDER AGE OF 18 EXPECTED TO ATTEND: \_\_\_\_\_

NUMBER OF PEOPLE OVER AGE OF 18 EXPECTED TO ATTEND: \_\_\_\_\_

I AM AWARE OF THE POSTED POLICY REGARDING USE OF THIS FACILITY AND AGREE TO FOLLOW THIS POLICY: \_\_\_\_\_

