

# Radnor Baptist Church

## Policies Regarding Use of Church Property

### General policies

1. This is first and foremost a house of worship and no actions will be permitted that would detract from our Lord God, His son, Jesus Christ or the Holy Spirit. No profanity, profane symbols or other uses that detracts from this place of worship.
2. No smoking, tobacco use inside church. No alcohol on church property.
3. No rice, confetti or glitter inside building.
4. A responsible adult must be present at all meetings/events.
5. All facilities must be left as clean and orderly as when found and any damage or loss reported and reimbursed.
6. The Board of Trustees reserves the right to attend any or all meetings/events and decide on use of church property.
7. Application for use of church property by non-members needs to be completed, signed and returned to church office prior to event.
8. Dates for use must be cleared through the church office by calling (740) 595-3462.
9. A copy of your home owners/organizations Certificate of Insurance shall be provided.

### Fees

- Use of facility      **\$350.00**
- Use of classroom    \$50.00
- Use of Kitchen      \$100.00 to \$300.00 (set by Board of Trustees, Chairman or the Pastor, agreement will be noted on the application)

*\* The rental fee for use of kitchen does not include use of paper goods or other expendable items. Such items must be provided by the applicant*

- **Custodial fees    \$200.00 (\$ 100.00 is returnable deposit)**

*\* Deposit will be forfeited if applicant does not fulfill cleaning requirements as listed above.*

- Use of sound system      \$100.00 \* *Must be agreed upon and noted below*

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- If other rooms/facilities are desired, the fees will be set by the Chairman, Board of Trustees or the Pastor, agreement will be noted on the application.

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I agree to the policies set in this letter. Use of Radnor Baptist Church properties can be revoked, at any time, at the discretion of the Board of Trustees or The Pastor.

Signed \_\_\_\_\_ Date \_\_\_\_\_

*Print name* \_\_\_\_\_

**Radnor Baptist Church**  
**Application for use of church property**

Name/Organization \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

Event / Purpose for use \_\_\_\_\_

Date and Times \_\_\_\_\_

Signed Policy letter attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Fees agreed upon? Yes \_\_\_\_\_ No \_\_\_\_\_

Total Fees \$ \_\_\_\_\_

Property to be used \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Certificate of insurance on file? Yes \_\_\_\_\_ No \_\_\_\_\_

Church calendar approved by \_\_\_\_\_

Chairman, Board of Trustees or Pastor's signature

\_\_\_\_\_ Date \_\_\_\_\_

*(Signed policy letter must be attached)*