

**APPLICATION FOR USE OF CHURCH FACILITIES
THE CHRISTIAN REFORMED CHURCH OF STRATFORD**

Name: _____

Phone Number: _____

Mailing Address: _____

Reason for Rental:

- Celebration
- Wedding
- Educational Course
- Dinner
- Other _____

Equipment Required:

- Kitchen
- Audio/ Visual
- Athletic
- Other _____

Date(s) Required: (*Note that weddings include the day before and the day of, for rehearsal and decorating purposes).

Date: _____ Start Time: _____ End Time: _____

Date: _____ Start Time: _____ End Time: _____

Anticipated Attendance:

- 1-15 25 – 50 50 – 100 100 – 200 200+

Give a brief description of your event / activity _____

INSURANCE: When organizations rent part or all of the facilities, proof of a minimum of \$2 million liability insurance must be filed with the church office prior to usage.

Insurance Company: _____ **Policy #** _____

I acknowledge that I have read and will comply with the Property Use Guidelines attached and that I have received a complete copy of the Stratford Christian Reformed Church Policy on Rental of Church Facilities. I hereby certify that, for the protection of all parties, we have an approval process in place to screen all of the people working with children and youth for the above dates.

DATE _____ NAME (PRINT) _____

SIGNATURE _____

WITNESS _____

The applicant organization or person or persons, by the execution of this document and being duly authorized for himself/herself or by the organization hereinbefore described, hereby agrees to indemnify and save harmless the Stratford Christian Reformed Church or any successor entity from any liability or any kind arising from the use of the Church Facilities.

Return application forms to : The Christian Reformed Church of Stratford
190 Athlone Crescent
Stratford, ON N4Z 1H9

CHURCH RENTAL PRICE LIST

NON-MEMBERS:

- Sanctuary only - \$200
- Sanctuary, Fellowship Hall, Kitchen & Gym, - \$400
- Fellowship Hall, Kitchen, & Gym - \$275
- Fellowship Hall & Kitchen - \$150
- Gym only - \$150/day or \$30.00/hr.
- Gym, Fellowship Hall, Kitchen, 10 Classrooms - \$500
- Gym, Fellowship Hall, Kitchen, 5 Classrooms - \$375
- Audio / Visual - \$20/hr. per person paid directly to them

Any group or person renting the church on a Saturday must be out by 10:00 p.m.

Any group, family or individual who thinks they have a right to a rebate or reduced cost, is required to ask the council of the Christian Reformed Church of Stratford for that rebate or reduced cost in writing, with a statement or reasoning for that rebate or reduced cost. All rebate charges must be a decision of council.

Open/Close – Custodians are in charge for non-members.

FUNERALS – N/C

WEDDINGS FOR NON-MEMBERS:

- Sanctuary only - \$200
- Sanctuary, Fellowship Hall & Kitchen - \$300
- Sanctuary, Fellowship Hall, Kitchen & Gym - \$400

1. Facility usage for weddings must be booked with the secretary on the standard application form.
2. Wedding Rehearsal and Wedding ceremony shall be deemed to be a single occasion for the purpose of setting fees.
3. Wedding applicants must ensure that there will be no confetti or balloons used anywhere on the property. An additional cleanup will be charged where this provision is ignored.
4. Wine is allowed for weddings and celebration occasions.
5. NO DANCE ALLOWED

ALL PAYMENT MUST BE SUBMITTED TO THE CHURCH SECRETARY FOR BOOKKEEPING AND INVOICING PURPOSES.

FOR OFFICE USE ONLY FOR OFFICE USE ONLY

Date(s) Cleared _____ Activity Approved _____

Basic Fee(s) _____

Other Fees _____

TOTAL FEES _____

Booking Deposit (10% of Basic Fees) _____

Balance Due (prior to Event Date) _____

Invoice # _____ Sent: _____

Received: _____

Application Approved (Signature) _____

COMMENTS: _____

ACCEPTANCE: _____