

**REQUEST FOR USAGE OF THE
RED MOUNTAIN UNITED METHODIST CHURCH FACILITY
2936 N. POWER ROAD, MESA, AZ 85215
APPLICATION AND AGREEMENT**

Organization: _____ Today's date: _____

Applicant/Responsible Party: _____ Phone: _____

Position in organization: _____ Church Related Activity: Yes No

Street address and city: _____

Date(s) requested or use period: From: ___/___/___ To: ___/___/___

Use Duration: _____ One Time _____ Weekly _____ Monthly _____ Annually

Time: Doors open: _____ am/pm Event begins: _____ am/pm
Event Ends: _____ am/pm Doors locked: _____ am/pm

Event Title: _____

Nature and purpose of function: _____

Please check those areas you expect to be using:

- Nursery (Church staffing provided for church functions only)
- Madsen Hall Kitchen Worship Center
- Youth Center Classroom (Room number _____) Other _____
- Meal served? _____ Drinks/Snacks served? _____ Number expected? _____
- Set up: _____ # of tables _____ # of chairs (if needed, diagram on reverse side)

Please check any additional equipment needed:

- Sound Equipment Video Equip. Piano Other

Do you have access to these areas? _____ yes, I have a key _____ no, I have no access

I understand that if this request is granted to the applicant/organization represented in the application, I will abide by the "Care of the Church Facilities" document, which is attached to this agreement.

I understand RMUMC reserves the right to revoke this agreement prior to the scheduled use date in the event a use inconsistent with the stated use on this application is learned. All fees and deposit paid with the agreement will be refunded within 30 days of discovery.

*Applicant Signature: _____ Date: _____

RMUMC STAFF REVIEW

Is requested date/time clear on RMUMC Calendar? Yes No Entered _____ Confirmed _____
Is certificate of insurance included with application? Yes No

Fee due: \$ _____ + Deposit amount: \$250 = Total Due* _____ (with application)

*All fees for the first month's use along with the deposit shall be remitted with this agreement.

Request approved: Request denied:

Signature of RMUMC Administrative Council Chairperson: _____

**Signature of RMUMC Trustee and/or Pastoral Staff Representative: _____

**Required for all agreements made with non-church sponsored groups