

**ZION LUTHERAN CHURCH
APPLICATION FOR BUILDING USE
TO NON-PROFIT ORGANIZATIONS**

Name of Organization: _____

Contact Name: _____ Email Address: _____

Contact Address: _____ Phone: _____

Member of Zion? Yes No (please circle one)

Date(s) and time of requested use: _____

Number of people attending: _____

Will the people attending be charged a fee? Yes No If so, Price? _____

Please describe the planned activity: _____

Rooms requested: _____

Describe any special needs relative to room set-up, etc.: _____

I, the undersigned, understand the rules as described on the cover page of this application, have read the Building Use Checklist, and agree to be responsible for the care of Zion Lutheran Church property while my organization is using the facility, including liability for any damage. I also understand that the Board of Property and/or pastors have the right to cancel this contract at any time if the rules are not followed.

Signature of Responsible Representative: _____ Date _____

*****NOTE*** Entrance keys issued are subject to a \$5 replacement fee if lost or not returned.**

For Office Use only:
Staff or Property Committee approval: _____

Key(s) checked out: _____ Date Out: _____ Date In: _____