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 mindy@whoisgrace.com

## GRACE MEMBER Facility Rental Request/Agreement Form

This form will be copied, one to be kept by the church, the other given to the user.

Today's Date: \_\_\_\_\_ Requested by: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Rental Date: \_\_\_\_\_  
 Rental Time: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
 Type of Event: \_\_\_\_\_

### Rooms/ Prices

All rooms are priced for 4 hours of usage. Additional costs apply for longer periods. Please check all that apply.

SMALL GROUP ROOMS
<input type="checkbox"/> Classroom A1 (fits approx.70 w/ no tables)
<input type="checkbox"/> Classroom A2 (fits approx.40)
<input type="checkbox"/> Classroom A3 (fits approx.20)
<input type="checkbox"/> Conference Room (fits approx.15)
<b>Each additional hour for above rooms</b>

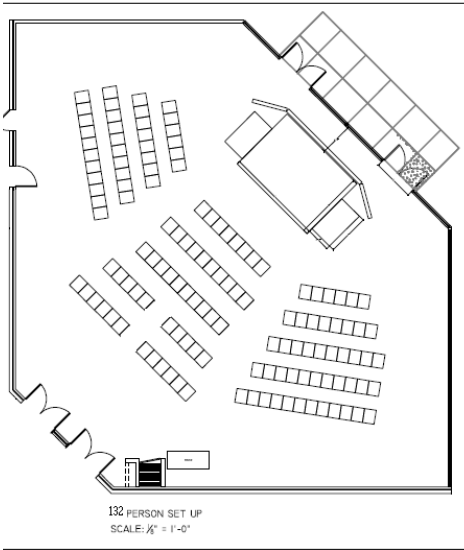
LARGE GROUP ROOMS
Commons (fits approx.250)
<input type="checkbox"/> For up to 50 people
<input type="checkbox"/> For more than 50 people
Cafe/ Kitchen (fits approx.60)
<input type="checkbox"/> For up to 60 people
Gym/Youth Room (fits approx.150)
<input type="checkbox"/> For up to 50 people
<input type="checkbox"/> For more than 50 people
<b>Each additional hour for above rooms</b>
<b>TOTAL</b>

SPECIALTY ROOMS
<input type="checkbox"/> Worship Center
Room Rate
Each additional hour (# hrs. )
Tech Oversight [required] (# hrs. )
Kitchen
<input type="checkbox"/> Basic use of Kitchen – no equipment use
<input type="checkbox"/> Any Equipment Usage – (training required; includes)
<input type="checkbox"/> We will be offering childcare(Child abuse clear- aness and criminal record check must be provided)
<b>CUSTODIAL *each additional room \$10</b>
<input type="checkbox"/> Events for up to 100 people (one room)
<input type="checkbox"/> More than 100 people (one room)

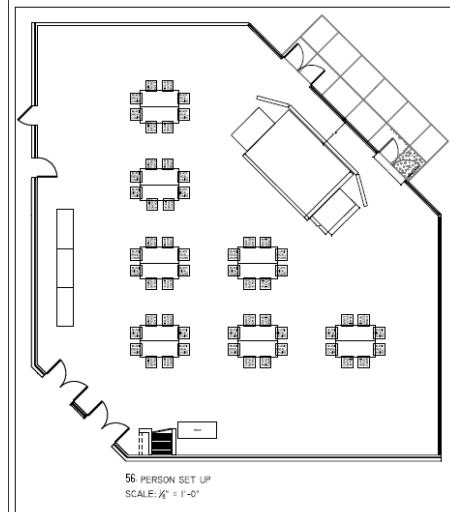
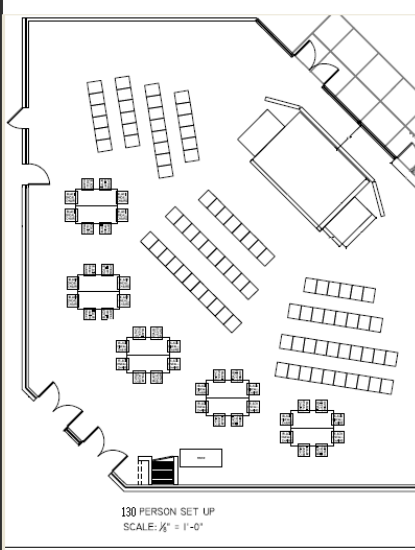
SECURITY DEPOSIT
<b>Security deposit</b> (required with all rentals and returned at the end of event)

<b>TOTAL of All Sections</b>
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A



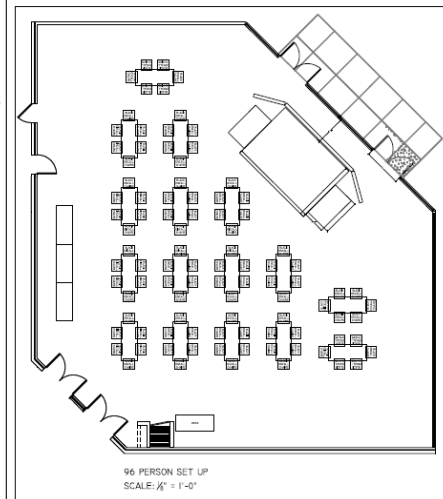
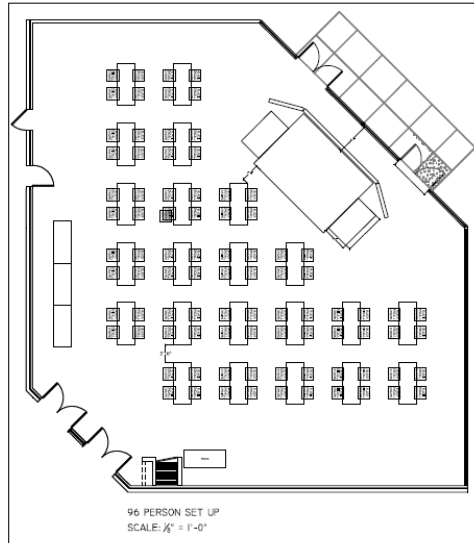
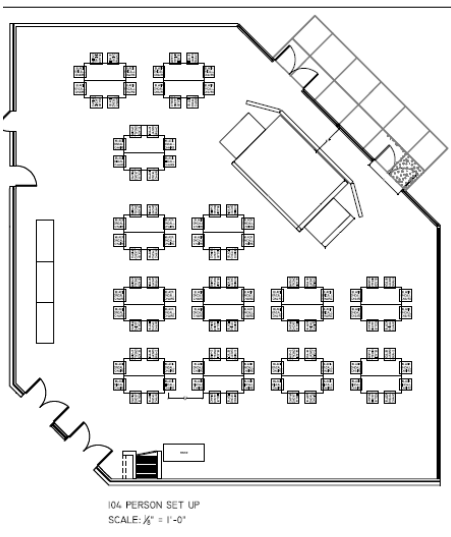
B



**A 90-120**

**B 90-120**

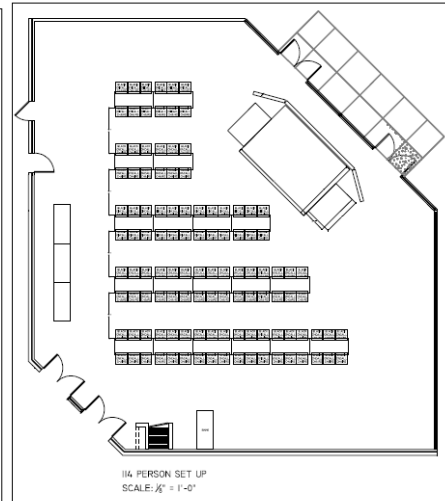
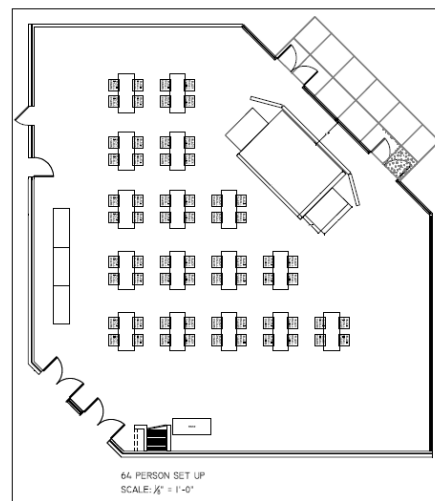
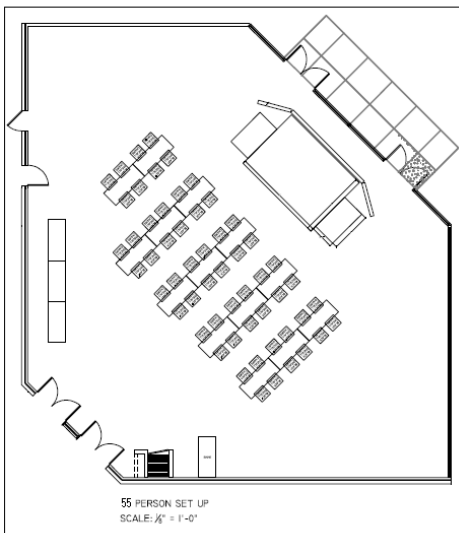
**C 30-60**



**D 60-115**

**E 90-175**

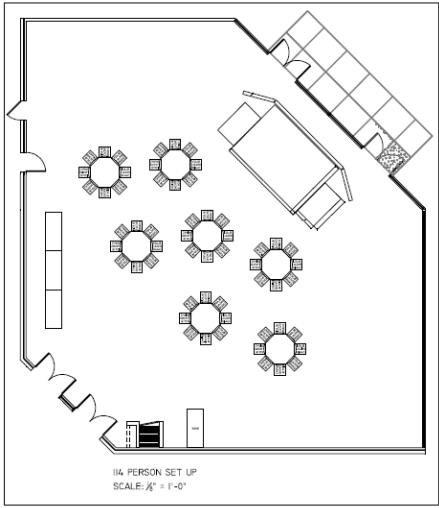
**F 50-90**



**G 30-60**

**H 50-120**

**I 60-125**



**J 30-60**