

PILGRIM CONGREGATIONAL CHURCH

UNITED CHURCH OF CHRIST

P O Box 993183 | Redding, CA 96099-3183 | 2850 Foothill Blvd.

email: office@pilgrimchurchredding.org

Application for Building Use (Standard)

Monthly Use Contact Person: _____

Weekly Use Event Type: _____

Single Use Mailing Address: _____

Date of Event: Phone Number: _____

Time of Event:

Fees

	Standard			Standard	
Sanctuary	\$350	<input type="checkbox"/>	Musician	\$125	<input type="checkbox"/>
Fellowship Hall	\$200	<input type="checkbox"/>	Security Deposit	\$100	<input type="checkbox"/>
Fireside Room	\$75	<input type="checkbox"/>	Sound System	\$50	<input type="checkbox"/>
Kitchen	\$75	<input type="checkbox"/>	Sound Operator	\$50	<input type="checkbox"/>
Key Deposit	\$25	<input type="checkbox"/>	Chair Moving	\$100	<input type="checkbox"/>
Weekly Room Use (per month)	\$40	<input type="checkbox"/>	Minister (Ask Minister)		<input type="checkbox"/>

Total _____

The security deposit and key deposit will be mailed to the address listed above when the key is returned to the church office and the terms of the contract have been met. If the sound system is used, we require that a Pilgrim sound operator be paid for the event as well as the sound system use fee. An honorarium is suggested for the Pastor for their contribution to services and ceremonies. This is not included in the building use fee and is given directly to the Pastor.

For members of Pilgrim Congregational Church, the building use fee is waived, but fees that pay individuals who provide their services (Musicians, Custodian for chair moving, Sound Operator) are still required.

Compliance: Any group or organization granted use of the church facilities will comply with the following conditions:

1. CONDUCT: of all persons present in the church for that approved activity is your responsibility.
2. CLEAN UP: after EACH event, this is your responsibility. If additional cleaning is required, you will be contacted for billing an additional amount.
3. CHAIR POLICY: Room is to be left as found unless "Chair moving" service is purchased.

