

## **RENTAL POLICY OF THE KENNEDY FIRST UNITED METHODIST CHURCH**

**Members and Regular Attendees:** No fee for use of sanctuary or fellowship hall. Check with the church office for availability. White tables and metal or wooden chairs may be borrowed. Arrangements must be made with the church office at least one week prior to date of use. Tables and chairs must be returned in a timely manner.

**Non-Members:**

- \$50.00 for use of sanctuary (for weddings – includes rehearsal)
- \$25.00 for use of sanctuary
- \$50.00 for use of fellowship hall and kitchen

In addition, a \$25.00 refundable deposit will be collected prior to rental. This will be returned upon satisfactory inspection of building following the event.

Payment in cash is expected one week prior to the event.

Applicant must complete a Facility Use Instruction Form.

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Sanctuary and rooms used must be left clean. Garbage should be taken with you following the event.

Please be sure all candles are extinguished and your personal items and decorations are taken with you unless arrangements have been made in advance.

No alcohol use permitted on the premises, including champagne.

Please refer to the Facility Use Instruction Form for further expectations.

When using the facility, if anything is wrong or if there is an incident, please call Mike Telford at 267-5305, Steve Hatfield at 665-2607 or Pastor Jennifer Delahoy at 287-3099.