

## **CHESTNUT GROVE UMC FACILITY USE POLICY**

450 Chestnut Grove Road, Dillsburg, PA

The buildings and campus of Chestnut Grove UMC exist for the glory of God and to facilitate Christian ministry to spirit, mind, and body. Groups or individuals are welcome to use the facilities with approval if they promise to respect the following guidelines so that your event will not represent a contradiction to CGUMC's attempt to follow Jesus' example of respect and love for everyone.

1. The activity/function is in keeping with the UMC Book of Discipline.
2. The activity or function does not adversely affect ongoing church ministries and missions.
3. The activity or function will not damage church property or endanger people.
4. The activity or function does not violate our non-profit status and government regulations.
5. The individual or group follows the guidelines for scheduling and using the facilities, along with paying the appropriate usage fees one week in advance of the event.

### **GENERAL INFORMATION**

Any use of the facility/grounds which are pertaining to ministries of Chestnut Grove UMC must be authorized in advance by the Trustees and Church Pastor. Therefore, those desiring to use the facility must complete the Facility Use Application form indicating all pertinent information for the request. Also, where appropriate, proof of insurance should be presented at the time the application form is submitted. A waiver must be signed which is part of the Facility Use Application form. The waiver states that Chestnut Grove UMC will be held blameless and not liable for any injuries or accidents that may occur to the individuals or any of their invited guests while on church property.

The Trustees and Church Pastor will give special attention to the type of usage for which the facility usage has been requested. Anything that would not be consistent with the values and norms of the congregation, or that is contrary to the Christian faith and social principles of our church, will not be considered.

At least two (2) contact persons for each facility request is required. They will be responsible for any damages or issues if needed.

Possession and or use of alcohol is prohibited as is the possession or use of illegal, non-prescribed drugs. Chestnut Grove is a non-smoking facility.

### **FEES & HONORARIA**

Follow-up cleaning will be completed by the church custodian and will include the Sanctuary, Fellowship Hall, and Bathrooms. An additional fee may be applied if other areas are used.

- The facilities use fee is \$125.00 and will be paid to the church (to be paid one week in advance). If the facilities are left in clean condition (following the event), \$25.00 will be returned to the facility use contact person.
- There will be no charge for members of the congregation. However, a donation toward utilities will be accepted.
- In the case of inclement weather (snow/ice), the renting party will be required to pay costs for any immediate snow/ice removal.