



## Woodhaven Presbyterian Church Building Use Application

Category (please circle one): A B C D

Date Requested: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Time Requested: From \_\_\_\_\_ am/pm  
To \_\_\_\_\_ am/pm

Event Date(s): \_\_\_\_\_

Time Requested: From \_\_\_\_\_ am/pm  
To \_\_\_\_\_ am/pm

Event Date(s): \_\_\_\_\_

Time Requested: From \_\_\_\_\_ am/pm  
To \_\_\_\_\_ am/pm

Multiple Use dates (please list) \_\_\_\_\_

To be used by: (organization) \_\_\_\_\_

Person accountable: \_\_\_\_\_ Church member? Y / N

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City / ST / Zip \_\_\_\_\_

Email address: \_\_\_\_\_

Daytime phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

Is the event open to the public: Y / N

Number of people expected: \_\_\_\_\_

Food and/or beverages to be served: Y / N

Will alcoholic beverages be served: Y / N

I have received a copy of and agree to observe the policies and procedures in the Woodhaven Presbyterian Church Building Usage Agreement. (The Property Committee and/or the Session will approve the application).

Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Proof of Liability Insurance received: Y / N

Date received: \_\_\_\_\_