

Everfaithful Missionary Baptist Church Yoseph Youth Fellowship Building



**USAGE APPLICATION
FOR NON-MEMBERS**
314 Sand Bar Ferry Road
Augusta, Georgia 30901
(703) 722-0553
www.embc314.com

The Yoseph Youth Fellowship Building at 314 Sand Bar Ferry Road, Augusta, Georgia is pleased that you are considering the use of our fellowship building for your affair. For the Yoseph family, our building is sacred and is used for us to praise, worship, and serve our Lord and Savior, Christ Jesus. Therefore, even though we are pleased that our fellowship hall could serve as a place for your affair, we reserve the right to deny the rental of our complex if your affair is not in line with the message and ministry of Jesus and/or if you object to any of our building rental conditions listed below.

Consequently, you need to review the following conditions under which the Fellowship building could be made available, and if you agree with these conditions, please work with the Church's Trustee/Church Administrator/Pastor to finalize this contract and reserve your date. Below is the list of conditions under which the building is available, and these conditions must be followed unless the Pastor has given written approval to waive and/or change them.

A. INITIAL CONSULTATION

It is required that the perspective leaser meet with the Church Administrator/Trustee and/or the Pastor before this contract can be signed. The purpose of this session is to ensure that the planned activity is one for which the Church desires to rent its Fellowship Hall. This initial session is not to be confused with the Church's sanctioning of the event/and or approval to use our facility. The sole purpose of this session is for the Church to meet the event's sponsor and/or promoter and for that party to explain fully the event, its details, and the manner in which the Church's facilities would be used. The Church's Trustee/Church Administrator will schedule this meeting so that the Church can advise you of whether or not we are inclined to lease the facility.

Date of Application: _____

Organization or Person Requesting Use of Space: _____

Contact Person: _____

Address: _____

Phone: (Home) _____ (Work) _____

What type of event do you wish to hold?: _____

Date of Event: _____

Time of Event: _____

Will you need to set-up prior to the day of the event? Yes/ No

If yes, what day(s) and time(s)? _____

Room(s) you would like to use (check all that apply)

Classroom(s) _____ Conference Room _____ Sanctuary _____
Nursery _____ Kitchen _____ Office _____

Number of Rooms _____

Check the Items You Will Need:

_____ Tables & Chairs
How many of each? round tables _____ rectangular tables _____ chairs _____
_____ Microphone & sound system
_____ CD Player
_____ Stove/oven

SCHEDULE OF FEES FOR NON-MEMBER BUILDING USE

FACILITY	FEE
Fellowship Hall <i>For Use of Main Area (Sanctuary) & Kitchen</i> Capacity: 100 people	\$275.00 (flat rate for 4 hours)
Fellowship Hall <i>For Use of Main Area (Sanctuary) Only</i> Capacity: 100 people	\$75.00 per hour
Church-Wedding (Main Sanctuary) <i>Includes Dressing Rooms</i> Capacity: 440 people	\$600
Church- Wedding (Main Sanctuary & Fellowship Hall) <i>Includes Dressing Rooms</i>	\$875.00
Kitchen <i>For cooking and set up</i>	\$125.00
Kitchen <i>For set up only</i>	\$75.00
Classroom(s)	\$25.00 each
Conference Room	\$50.00
Package Deal for 6 hours <i>Includes Fellowship Hall, Conference Room, & Kitchen</i>	\$450.00
Security Deposit (Due at the time of the application) <i>Remaining will be due two weeks prior to event</i>	\$150.00
Staff Member Fee (Duration of Event)	\$100.00

The Church Administrator/Trustee, Custodian, or designated staff member will be paid by the church after all monies have been collected.



Everfaithful Missionary Baptist Church Yoseph Youth Fellowship Building Policies & Guidelines

What policies do the users of the building need to know?

Yoseph Youth Fellowship Building is committed to creating and maintaining an environment in which members of Everfaithful, the User, and the surrounding community can worship, meet, and work together in an atmosphere that is safe, both physically and psychologically, and is free of exploitation or intimidation. We strive to provide an environment that is welcoming and in which every person feels valued. Towards that end, users must adhere to the following rules:

- No illegal activities are allowed. (i.e. gambling, drugs, etc.)
- No activities inconsistent with Christian principles or a religious setting are allowed.
- Extremely loud music is not permitted. Instruments using electric amplifiers must keep amplification down. Performers may not use profanity or encourage unruly behavior. No hardcore rap, blues, or music with profanity will be permitted. Rowdy behavior is unacceptable.
- No unauthorized weapons should be in the building or on the premises.
- No smoking is permitted anywhere in the building or on the property.
- No alcoholic beverages or controlled substances (i.e. drugs) are permitted on church property.
- Users shall confine themselves to the assigned area.
- The use of open flame (candles, etc.) requires prior approval and must not be used within 12 inches of any flammable material with the exception of a birthday cake.
- No nails, tacks, screws, staples, nor paint-damaging tape may be used on the walls or ceilings, nor may any other modifications be made to the building, its carpeting, walls, furnishings, or surroundings.
- The use of electrical equipment requires prior clearance through the Church Administrator/Trustee Staff.
- Any and all problems must be reported to church personnel immediately.
- All events must be approved by the Church Administrator and/or Trustee Staff.
- The User will be held responsible and reimburse Everfaithful Missionary Baptist Church for any loss or damage to the property caused directly or indirectly by the User, guests, and/or vendors to include caterers, bands/dj's, musicians, decorators, etc.
- The User agrees to indemnify, hold harmless, and defend Everfaithful Missionary Baptist Church from any liability, loss, and/or injury incurred by, or resulting from, User, members, guests, or vendors while on the property of 314 Sand Bar Ferry Road, Augusta, Georgia.
- Events with over 100 guests are required to have an Augusta Firefighter on duty during the events hours. We encourage renters to secure a Richmond County Deputy with more than 200 guests. The fees for services shall be the responsibility of the renting party and must be paid before the event starts. Security Officers and Firefighters are paid \$22.00 per hour for a minimum of four hours/ Sundays and Holidays \$25.00 per hour for a minimum of four hours. Cash only. Contact the following offices to secure these services.
Fire Department (706) 821-2909 Sheriff's Department (706)-821-1000
- Everfaithful Missionary Baptist Church is not responsible for loss of personal property by the User, guests, and/or vendors for any and all events.
- Security deposits will be required for all events. Any rules not adhered to or damage to the building, equipment, and/or property will forfeit the security deposit. Remaining amount will be due two weeks prior to event. If the renter goes over the agreed time within the 15-minute grace period, a payment of \$100 an hour will be charged.
- The renter is hereby deemed responsible for any damage or breakage to any portion of the rental facility and agrees to replace/repair in full.
- A Facilities Use contract will be signed prior to an event indicating acceptance of these policies.

I have read and agree to these requirements and conditions and guidelines.

Printed Name of Renter: _____

Renter's Signature: _____

Date: _____