



The United Methodist Church of Eagle Valley

333 Second Street PO Box 546 • Eagle, CO 81631 970- 328-6598

www.umcofeaglevalley.org

e-mail: office@umcofeaglevalley.org

Request for Use of Building

Date of Request: _____ Received by: _____

Name of Group or Organization: _____

Contact Person(s): _____ (phone) _____

Address: _____

Date(s) of Proposed Use _____

How many expected to attend? _____

Time of Day for usage _____

For What Purpose Will You Be Using the Church

Which Rooms do you Wish to Use? (mark those that apply)

Sanctuary -\$400 Conference-\$50 Downstairs Kitchen-\$200

Upstairs Kitchen \$100 Downstairs Fellowship Hall-\$200

Upstairs Fellowship Hall \$200

Other: _____

Type of Group: (mark those that apply) Non-Profit (Certified 501c3)

Non-Profit (Certified NGO) Tax ID # _____

Not for Profit Individual or Family Church Member/Attendee

There is a \$200 deposit required for individual use at time of rental date.
\$100 per hour clean up will be charged if needed. \$75.00 charge for lost keys.

The Requesting Party agrees to WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur, THE FOLLOWING ENTITIES OR PERSONS: The United Methodist Church, and/or their directors, officers, employees, volunteers, representatives, and agents.

The Requesting Party is responsible for any damage associated with their rental.

Acceptance by Responsible Party: _____

Approved by: _____ Trustee: _____