

BUILDING USE GUIDELINES

GRACE LUTHERAN CHURCH

Belfast, Pa.

(Policies developed by the Mutual Ministry Committee and Church

Council--approved by Church Council May 5, 2005; revised Sept. 2007)

1. Use of the Fellowship Hall, Kitchen, and downstairs bathrooms are available at no charge to any member of Grace for family functions, and to outside non-profit groups with Council approval.

No other rooms or facilities may be used except with special permission.

2. Reservations must be approved by the Church Council. Reservations will be made on a first come, first serve basis.

3. No alcoholic beverages are allowed anywhere on the grounds of Grace Lutheran Church.

4. Smoking is only allowed outside the building.

5. The facilities must be cleaned and returned to the original condition they were found in.

6. All supplies, such as paper products and utensils, must be supplied by the user.

Church supplies may not be used.

7. Before leaving the building the heat (if raised) must be returned to 65 degrees, and all lights turned off.

8. The Church Council reserves the right at any time to terminate permission for use due to the priority of a church function not previously scheduled, or for abuse of this policy.

9. The user is responsible to provide compensation for any damages incurred.

To make reservations and to obtain keys, please contact: Rich Kaniper