

EVENT PACKET

(Approved by Church Council on October 3, 2006)

First United Methodist Church

800 South Ninth Street
Midlothian, Texas 76065
972-775-3993 or 972-723-3993

COVER PAGE & CONTENTS

1. Content Sheet & Agreement to follow building use policy and child/youth policy
2. Building Use Policy
3. Child and Youth Safety Policy
4. Building Use Fee Schedule
5. Refund Agreement Form
6. Event Registration Form

Note to those reserving space at First United Methodist Church

- Read thoroughly the Building Use Policy
- Read and understand the Child and Youth Safety Policy
- We expect all groups and individuals to follow our policies in full.
- Staff is not responsible for caring for children, cleaning or any other task not specifically outlined in this document.
- Please fill out completely the “Event Registration Form” and “Liability Agreement” and keep your copy of the complete Event Request Packet until the conclusion of your event.
- Have a blessed and joyful time on our campus!

First United Methodist Church of Midlothian Agreement to follow the Building Use and Liability Agreement and Child & Youth Safety Policies and Procedures

Date _____ Organization Name _____

I have been given a copy of the “Child & Youth Safety Policies and Procedures” and I have read it. I fully understand the policy and will follow the directives found in the “Child & Youth Safety Policies and Procedures”. Furthermore, I, agree to accept responsibility for any damages that are a result of our group’s activities while on church property of First United Methodist Church. In addition, every effort will be made to leave the building as it is found and to remove any items that are associated with our organization, unless prior arrangements have been made with the church office. I have read and agree to the terms of the enclosed “Building Use Policy”.

Signed _____ Position in Organization _____

Address _____

Email _____ Phone _____

Staff Signature _____ Date _____