

POLICIES AND REGULATIONS GOVERNING THE USE OF CHURCH PROPERTIES

General Policies

1. Any consideration of special uses of the property of this church will be guided by the fact that it has been dedicated to worship, teaching the Bible, evangelism, character building, and related activities.
2. Regularly scheduled meetings and services shall have prior claim to space, facilities, and equipment ordinarily used by them.
3. Any borrowing of church property shall have prior approval from the church office and shall complete a record of equipment borrowed. The record of equipment borrowed shall be maintained in the church office.

Administrative

1. Before scheduling an activity requiring use of the church buildings, a request shall be made to the church office, so that all assignments may be coordinated and recorded on the church calendar of activities. It is particularly important that the scheduling of wedding rehearsals, ceremonies, and receptions be done well in advance.
2. Organizations, groups, or individuals not a part of this church shall channel their request to the deacon body. Approval of these requests will require action by the church body at a regularly scheduled business meeting or a meeting specially called for that purpose.
3. If the general policy as approved by the church is judged inadequate to cover a specific case, it should be referred to the deacon body.

Directives on use of the building

1. The policy of our church shall be to use the total church facilities to the best advantage of the church in carrying out the purpose and spirit of the church. As long as policies are kept we shall endeavor to bring as many people as possible inside the church building in order to, in some way, influence them toward Christ.
2. The use of decorations, the changing of furniture, attachment of materials to the walls, and items of similar nature should be done in a manner in which no damage is done to the church facilities. In the event that candles are used, provisions should be made to keep wax from dripping on any part of property. This applies particularly to weddings.
3. Use of any portion of the property shall conform to fire and safety ordinances.
4. Use of the kitchen and its equipment may not be made except with prior arrangement with the church office or Church Hostess.