



FACILITY UTILIZATION FORM

I, _____ representing _____, agree to be held responsible for the furniture arrangement and cleaning of the facilities upon completion of my use of the facilities. I further agree to be held responsible for the repair or replacement of all property and facilities while in my care due to damage, theft, misuse or negligence on my part, excluding normal wear and tear. By my signature below I agree to these conditions.

I request use of the following facilities: _____

For the purpose of: _____

Date and time for use of the facilities: _____

Fee Schedule (Non-parishioner use):

Use of church: \$300 Paid: _____ Date: _____ Received by: _____

Use of social hall: \$100 Paid: _____ Date: _____ Received by: _____

Cleaning deposit: \$100 Paid: _____ Date: _____ Received by: _____

Other: Paid: _____ Date: _____ Received by: _____

Group Representative & Title

Signature

Phone number

Email Address

Mailing Address

Approval:

Immaculate Conception Pastor/Delegate

Date

Signature