

HUGHESVILLE BAPTIST CHURCH

37 North Third Street
Hughesville PA 17737

(Adopted 5/21/18)

Non-Member Rental Fees:

1. Non-member rental fees for the Social Hall will be charged a fee of \$100.00 with use of the kitchen for a minimum of 4 hours.
2. Churches located in Hughesville using the Social Hall for banquets, the fee will be \$100.00
3. Non-members using the Sanctuary for weddings will be responsible for removal of decorations and restoring the edifice to proper order. The fee for use of the Sanctuary is \$100.00.

Non-Active Member Rental Fees:

1. Non-active members will be charged a fee of \$50 for use of the Social Hall or Sanctuary.

Member Privileges:

1. No rental fee will be charged to active members using the Social Hall for wedding receptions, wedding anniversary celebrations, birthday celebrations, or family gatherings (donations will be acceptable).
2. The regular rental fees will apply to active members using the Social Hall for any business purposes. (\$100)

Rules and Regulations For Use of Social Hall and Church:

1. No alcoholic beverages on Church premises, including Social Hall.
2. No smoking permitted in the Church or Social Hall.
3. The Social Hall may be used with no charge, the evening before to decorate (if no other engagements are scheduled).
4. Decorating of the Social Hall will be restricted to tables and Scotch tape only. No tacks or nails in wood-work or walls.
5. Decorations (including tape) must be removed within 24 hours or sooner if another engagement is scheduled.
6. There will be no decorations permitted in the Church Sanctuary other than those used for weddings (flowers, pew ribbons for reserved seats, etc.). (The usual Christmas decorations, etc.).

7. Anyone using Social Hall refrigerators **must** remove all their food.
8. Anyone using kitchen facilities are responsible for cleaning the dishes, pans, coffee pots, floors and linens.
9. All garbage **must** be removed from the building following each event. Garbage **must** be taken by users to a proper receptacle. **Please do not place in our garbage can.**
10. All tables used **must** be cleaned before leaving.
11. The furniture and equipment shall not be taken from the Social Hall without the permission of the Board of Trustees. Such permission will be granted to members only.
12. The Board of Trustees shall make all decisions regarding the rental and use of the Social Hall and the Church Sanctuary and the large Sunday School room.
13. All classes, church organizations, etc. using the Social Hall must call the church office and have it put on the Church calendar, which will be put on the bulletin board.
14. All equipment loaned from the church must be inventoried and signed out by the Chairman of the House Committee who will follow up on the prompt return of same.
15. Any room used **must** be in same condition as when users arrived.
16. A minimum \$50 cleaning fee will be added if the Sanctuary, Social Hall or any other room used is not cleaned and put back together before leaving.

Renter's name

_____ (Print)

_____ (Sign)

Today's date

Phone number

Day/Time of use
