

Rock Springs Baptist Church Facility Use Guidelines

All of the buildings and facilities of Rock Springs Baptist Church (RSBC) are dedicated to be used for God's glory in meeting the needs of our congregation and to share the Gospel of Christ with our community.

The primary consideration in the use of church facility has to do with its ownership. The money being used for its purchase is Jesus'. Therefore, our objective is to determine how He would want the building utilized. Since we are to be known by our love, it would follow that love for each other and the population at large is to be the guiding principle in determining usage. Activities demonstrating the love of Christ should be the thrust of our consideration.

Use Guidelines:

All activity leaders or persons in charge are responsible to see that these policies are observed by all when using the facility.

1. Request for use of the facility by active church members usually should be made at the monthly business meeting unless time prohibits in which case a request can be made to a deacon or the pastor. All activities will be posted on a church calendar in the church office. In the case of a conflict, church services or activities will have precedence.
2. There is to be no use of tobacco, drugs or alcohol on the church property. Dress should be modest, appropriate for the activity and not offensive to Christian values. Improper language will not be tolerated.
3. There is to be no inappropriate behavior permitted. Damage to any church property may be the responsibility of the group or individual. Each incident will be reviewed separately to determine the responsibility.
4. After each use, the person making the request is responsible for putting the facility back in order, to include, turning off all lights, (gym and restrooms), storing sports and cleaning equipment, turning down the heat, checking restrooms for cleanliness and flushing commodes, placing garbage in the dumpsters and replacing the trash liners. New liners are in the kitchen storage area. The floor is to be swept and dirty spots mopped. All in all, the facility is to be left in good order with all doors locked.
5. Any music used must not conflict with our Christian values by words or sound.
6. A \$250 deposit will be required one week before the scheduled event. The deposit will be returned if there is no damage to the RSBC property and no additional cleanup is required.

NOTE: It is the responsibility of the person making the request to use the facility to make sure the gym is left clean.

These policies are to be observed in order that the facility might be properly maintained for everyone's use. Any group or individual not observing these policies may be denied use the facility in the future.

For Non-Church Member or Group Use:

The above guidelines apply, in addition to:

1. The non-church member or group must designate a person to be responsible for following these guidelines who is 21 years old or older.
2. If approval is granted through the monthly business meeting, the name of the person responsible must be posted on the church calendar with a contact phone number.
3. The person responsible must make certain that the "Use Guidelines" are carried out.
4. A \$250 deposit will be required one week before the scheduled event. The deposit will be returned if there is no damage to the RSBC property and no additional cleanup is required.
5. RSBC reserves the right to decline any request for the use of the facility if it is determined that those activities hinder in any way the testimony, ministry or purpose of RSBC.

March 2013

Responsible Party is to provide the following information.

Name _____

Address _____

City _____ State _____ ZIP Code _____

Phone number _____ Date Requested _____

Activity (i.e. wedding, birthday party, etc.) _____

I have read and understand the guidelines outlined above.

Signature _____

Office Use Only

Date Deposit Received: _____

Church member providing access/keys: _____

Date Deposit Returned: _____

Deacon/pastor reviewing facility after use: _____