



MIAMI LAKES CONGREGATIONAL CHURCH

Rev. Dr. Daniel Medina
Pastor

Billie Carpenter
Church Moderator

Sanctuary Policy

Use of the Church Sanctuary for special gatherings and functions should be scheduled with the church secretary through the church office. The following policy guidelines shall apply:

- The Sanctuary should be left in the conditions in which it is found; (lights, air conditioning, doors, pews, tables, general clean up, etc.)
- Absolutely no food or beverage allowed in the Sanctuary. (With the exception of communion.)
- The church does not assume any liability for theft or injury, which may occur during the use of the location.
- Use of the Sanctuary shall require a \$100.00 refundable deposit, provided the Sanctuary is left in the condition in which it was found, and nothing is damaged.
- Use of Fellowship Hall is for bathroom facilities only and is not included in this rental agreement. (Guests should not gather or linger in Fellowship Hall).

General Fee Structure:

Rental of the Sanctuary:

Three (3) hour minimum of \$500; \$100.00 (each additional hour) includes:

- Sanctuary
- Janitorial service (up to 100 guests, over 100 guest additional fee required)

Application

Name: _____

Address: _____

Phone: _____ Email: _____

Date for Sanctuary use: _____ Hours of Usage: _____

Arrival time: _____ Departing time: _____ Number of People: _____

Church Monitor overseeing the event: _____ Phone: _____

Amount paid: \$ _____ Date paid: _____ Deposit: _____

Signature: (Applicant) _____ Authorized by: _____

Effective: January 1, 2023

Miami Lakes Congregational Church, UCC / The Growing Place

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Our church is on Facebook: Miami Lakes Congregational Church

