

Pleasant Hill Baptist Church - Facility Use Policy

For the purposes of this policy, the terms “church” and “church-related” are limited exclusively to activities and properties of Pleasant Hill Baptist Church or Elkin, NC

Purpose Statement

The church's facilities were provided through God's benevolence and by the sacrificial generosity of active church members. The church desires that its facilities be used for the fellowship of the Body of Christ and to bring God glory.

This restricted facility policy is necessary for two important reasons. First, the church may not in good conscience materially cooperate in activities or beliefs that are contrary to its faith. Allowing its facilities to be used for purposes that contradict the church's beliefs would be material cooperation with that activity, and would be a grave violation of the church's Statement of Faith (see *Addendum A*) and religious practice. (2 Cor. 6:14 / 1 Thess. 5:22)

Second, it is very important that the church present a consistent message to the community, and that the church staff and members conscientiously maintain that message as part of their witness to the Gospel of Jesus Christ. Allowing facilities to be used by groups or persons who express beliefs or engage in practices contrary to the church's Statement of Faith would have a severe, negative impact on the message that the church strives to promote. It could also cause confusion and scandal to church members and the community because they may reasonably perceive that by allowing use of our facilities, the church agrees with the beliefs or practices of the persons or groups using its facilities.

Approved Users and Priority of Use

In no event shall persons or groups who hold, advance, or advocate beliefs, or advance, advocate, or engage in practices that contradict the church's Statement of Faith use any church facility. Nor may church facilities be used in any way that contradicts the church's Statement of Faith. This policy applies to all church facilities, regardless of whether the facilities are connected to the church's Sanctuary, because the church sees all of its property as holy and set apart to worship God. (Col. 3:17)

The Pastor or Deacons must approve all uses of church facilities. Generally, church facilities are only available for use by church members and organizations affiliated with the church. Use by non-affiliated organizations may be allowed on a case by case basis, subject to approval of the Pastor and the Chairman of the Building & Grounds Committee. (See *Addendum C* for a current list of approved non-affiliated organizations.)

Reservations will be placed on the church calendar on a “first come, first served” basis. Any group or person wishing to use church facilities must meet the following qualifications.

1. The group or person requesting facility use must affirm their beliefs and practices and planned uses of facilities are consistent with the church's Statement of Faith and practice.
2. The group or person seeking facility use must submit a signed “Church Facility Reservation Request and Agreement”
3. The group or person requesting facility use must be willing to take responsibility for the facilities and equipment used and must agree to abide by the church's rules of conduct for facility use, as stated below and as described in any additional instructions by church staff.

Facility Use Hours

Facilities are available between the hours of 7:00 am and 9:00 pm. Use outside these hours may be approved by the Pastor or Deacons.

Scheduling Events

Facility use requests shall be made to the Church Office during regular business hours by submitting the “Church Facility Reservation Request and Agreement” form. The event will be reserved and placed on the church calendar only when the Pastor or Deacons have approved the use.

Fees

Use of church facilities will be subject to a Rental Fee of \$50.00 per day and a \$100 refundable cleaning deposit, to support the upkeep of church facilities. Fees must be paid prior to the event. The Rental Fee (not including cleaning deposit) will be waived for the following:

- Church member's first wedding
- Church member's first bridal shower
- Church member's first baby shower

The Rental Fee and cleaning deposit will be waived for Church related activities. *(Church related activities include ministries of the church, event's/classes for the benefit of the church membership and/or staff, and events held by the Baptist State Convention and/or Elkin Baptist Association.)*

General Use Guidelines

1. No alcohol may be served in church facilities or on church property.
2. Smoking in any indoor church facility is prohibited.
3. Register Service Animals will be allowed; all other pets are prohibited.
4. Groups are restricted to only those areas of the facility that the group has reserved.
5. Church equipment, such as tables and chairs, must be returned to original placement.
6. All lights must be turned off and doors locked upon departure.
7. Clean-up will be the responsibility of the person that signed the "Church Facility Reservation Request and Agreement" form. A Cleaning Checklist (see *Addendum B*) will be provided. Failure to adequately clean the facility (as determined by the Building Superintendent) will result in forfeiture of the cleaning deposit.
8. Abusive or foul language, violent behavior, and drug or alcohol use are strictly prohibited on church premises. Any person exhibiting such behavior will be required to leave the premises.
9. Any person or group must sign the "Building Use Waiver and Release" form prior to reservation of church facilities.
10. The person that signs the "Church Facility Reservation Request and Agreement" must be present/on-site for the duration of the event.

Additional Guidelines for Sanctuary Use

1. No food or drinks (except bottled water) are allowed in the Sanctuary.
2. No wax or flame candles may be used in the Sanctuary. Flameless, battery-operated candles are allowed.

Additional Guidelines for Gym Use

1. If any chairs or tables are to be set up in the gym, the vinyl floor coverings must be placed over the hardwood floor. Covers must be cleaned and placed back on the storage rack after the event. An additional charge of \$70 will be required to pay for the single-use tape to put down the floor coverings.
2. If the gym will be used for playing basketball, adult supervision is required at all times. Any damage that occurs during play will be the responsibility of the person who signed the "Church Facility Reservation Request and Agreement."

Insurance

Non-affiliated organizations must obtain liability insurance coverage in the amount of at least \$100,000. The certificate of insurance must be presented to the church office during regular business hours prior to the event. The event will be reserved and placed on the church calendar only after this form has been submitted to the church office.

Addendum A - Statement of Faith

Section 1: General

We follow the guidelines of “The Baptist Faith and Message” adopted by the Southern Baptist Convention 2000 which includes belief in the following:

- The Trinity of God
- Verbal, Plenary inspiration of the Bible
- Total Depravity of Natural Man
- The Virgin Birth of Jesus Christ
- Blood Atonement by Christ's Blood
- Christ's Bodily Resurrection
- Pre-Millennial Coming of Christ
- Person and work of the Holy Spirit
- Eternal Security of the Believer
- Separation of Church and State
- The Autonomy of the Local Church
- Worldwide Missions (the obligation of PHBC)
- Personality of Satan
- Justification by Faith
- The Reality of Heaven and Hell
- The Priesthood of the Believer
- Two ordinances only: Baptist by Immersion and the Lord's Supper

Section 2: Marriage and Sexuality

We believe that God wonderfully and immutable creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term “marriage” has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25).

We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other (1 Cor. 8:18; 7:25 | Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality, such as adulter, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography, or any attempt to change one's sex, or disagreement with one's biological sex, is sinful and offensive to God (1 Cor. 6:9-10).

We believe that in order to preserve the function and integrity of the church as the local Body of Christ, and to provide a biblical role model to the church members and the community, it is imperative that all persons employed by the church in any capacity, or who serve as volunteers, should abide by and agree to this Statement on Marriage and Sexuality and conduct themselves accordingly. (Matt. 5:16 | Phil. 2:14-16 | 1 Cor. 9:11).

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31 | Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of the church.

Addendum B - Cleaning Checklist

- ___ Return all tables, chairs, and other furniture to the places they were when you arrived.
- ___ Wipe down all tables, chairs, and countertops
- ___ Sweep floors
- ___ Mop floors if needed
- ___ Take out trash
- ___ Clean bathrooms if needed
- ___ If vinyl floor covers are used, clean them and return to storage rack

Where to take trash

Fellowship Hall/Sanctuary: Dumpster located at the rear of the parking lot across from the church

The Hill: Trash bins located at the rear of the building under the steps

Where to find cleaning supplies

Fellowship Hall: Brooms, dust pan, and sanitizer are located in the pantry beside the kitchen. Mop, floor cleaner, and mop bucket are located in the outside storage room under the awning as you enter the Fellowship Hall.

The Hill: Cleaning supplies are located in the storage room near the gym entrance from the classroom side of the main level.

Addendum C - Approved Non-Affiliated Organizations

- **East Wilkes High School** - use of the Sanctuary for the annual Baccalaureate Service (rental fee, cleaning deposit, and insurance requirement waived)
- **LifeLine Health Screenings** - use of the Fellowship Hall for semi-annual community health screenings (cleaning deposit waived)
- **SpeechCenter** - use of Room 204 weekly for speech therapy (rental fee reduced to \$120 per month, cleaning deposit waived)

Pleasant Hill Baptist Church - Facility Reservation Request

Completion of this form does not guarantee approval

This portion to be completed by Church Office Staff

Date: _____ Time: _____

Approved? Y N Signed _____ Date _____

Rental Fee: \$ _____ Cleaning Deposit: \$ _____ Date Paid: _____

Location: _____ Room Assigned: _____

Cleaning Deposit Refunded? Y N Date: _____

Please state whether you are a: ____ Church Member ____ Group/Organization

Name of person/organization requesting use of facilities: _____

Address: _____

Phone: _____ Email: _____

Please list which facilities you are requesting and the purpose for which you intend to use them:

Date: _____ Time: _____ Number of Expected Guests: _____

Only complete this section for organizations not affiliated with the church

Purpose/Mission Statement: _____

Website (if any): _____

Office-holders/Leaders: _____

Only complete this section for weddings and/or wedding receptions

Bride's Information

Name _____ Email _____

Address _____

Home Phone _____ Cell Phone _____

Groom's Information

Name _____ Email _____

Address _____

Home Phone _____ Cell Phone _____

Please list the name, contact information, and religious affiliation of the person officiating the wedding

Please describe the marriage preparation counseling or training undertaken by the bride and groom

Pleasant Hill Baptist Church

Facility Reservation Agreement

I _____ **affirm that:**

1. I understand that the church does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradicts the church's faith.
2. To the best of my knowledge, the purpose for which I am requesting use of church facilities will not contradict the church's faith, and I commit to promptly disclose any potential conflicts to the church's staff.
3. I am not aware of any beliefs that are professed by me or the organization I represent and which is requesting use of the church's facilities that contradicts the beliefs of the church, and I commit to promptly disclose any potential conflicts to the church's staff.
4. I understand that upon approval of my facilities use request, I will need to provide a rental fee of \$50.00 and a refundable cleaning deposit of \$100.
5. I understand that the church does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to Pastor/Deacon approval, which is conditioned in part on my agreement to the requirements in the "Church Facility Use Policy," a copy of which I have read and understood.
6. I understand that I will be responsible for any damages to the church facilities resulting from this proposed use of facilities.
7. I understand that the church must receive the facilities in the same condition that it was received at the time of rental or it will result in future non-rentals.
8. The church believes disputes are to be worked out between parties without recourse to the courts (*Scriptural basis: Matt. 18 and 1 Cor. 6*). Accordingly, users of the facility agree to attempt resolution of any disputes through Christian mediation.
9. By signing this form I, the undersigned, will be present/onsite during the rental time period.

Signed: _____ Date: _____

Pleasant Hill Baptist Church

Facility Cleaning Agreement

By signing this agreement, I commit to pay the church a cleaning deposit in the amount of \$100. I understand that this deposit will be refunded as long as the facilities are properly cleaned (as defined by the cleaning checklist below) at the end of the rental period.

- ☐ Return all tables, chairs, and other furniture to the places they were when you arrived.
- ☐ Wipe down all tables, chairs, and countertops
- ☐ Sweep floors
- ☐ Mop floors if needed
- ☐ Take out trash
- ☐ Clean bathrooms if needed
- ☐ If vinyl floor covers are used, clean them and return to storage rack

Where to take trash

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The Hill: Cleaning supplies are located in the storage room near the gym entrance from the classroom side of the main level.

Signed: _____ Date: _____

Pleasant Hill Baptist Church

Building Use Waiver and Release

I enter into this Building Use Waiver Release (Agreement) with Pleasant Hill Baptist Church for the privilege to use the facility located at _____ Elkin, NC.

Waiver and release of all claims (including negligence)

In consideration for use of the facility, I waive and release Pleasant Hill Baptist Church its agents, servants, employees, insurers, successors and assigns from all claims, demands, causes of action, damages or suits at law and equity of whatsoever kind, including but not limited to claims for personal injury, property damage, medical expenses, loss of services, on account of or in any way related to or growing out of my presence at the facility or use of the facility and/or equipment. **This waiver and release is intended to and does release Pleasant Hill Baptist Church from any and all liability for damages or injuries on account of or in any way related to or growing out of my negligence, the negligence of third parties and Pleasant Hill Baptist Church's negligence, including but not limited to negligence in the construction, maintenance and upkeep of the facility and its equipment, negligence in training or negligence in supervision. This is not intended to release Pleasant Hill Baptist Church from any liability resulting from their intentional conduct.**

I further covenant and agree not to institute any claims or legal action against Pleasant Hill Baptist Church for any claim released by this Agreement. I further agree that should any claim be made against Pleasant Hill Baptist Church in contravention of this Agreement, including but not limited to derivative claims, I will protect, defend and completely indemnify (reimburse) Pleasant Hill Baptist Church for any such claim and expenses including attorney's fees and costs incurred by Pleasant Hill Baptist Church in defending themselves or security indemnity hereunder.

I recognize the facility is not supervised, and I use the facility (including premises and equipment) entirely at my own risk.

I understand that Pleasant Hill Baptist Church is not responsible for any lost or stolen valuables or property from within the facility.

While at the facility, I agree to conduct myself in a responsible manner and will refrain from engaging in inappropriate conduct, including the use of loud, foul, slanderous language or any intimidating or offensive conduct that would interfere with the peaceful use and enjoyment of the facility by other users.

I acknowledge that I have received and read a copy of the current rules and regulations governing the use of the facility. I agree that I will fully comply with all rules and regulations and with any amendments.

I have read the Agreement and understand that by signing the Agreement I have consented to be bound by its terms, including the waiver/release of any legal right I may have to sue Pleasant Hill Baptist Church for any costs they incur because a claim or legal action is brought in violation of this Agreement. I agree any violation of the Agreement and its terms and conditions, as determined by Pleasant Hill Baptist Church, will void and terminate this Agreement and may result in loss of the ability to use the facility.

Name of Organization (if applicable) _____

Name (please print) _____

Signature _____ Date _____