



**North Roanoke Baptist Church
Use of Gymnasium Request Form**

The twofold purpose of the Gym is to strengthen the network of Christ centered community among the members of North Roanoke Baptist Church as well as facilitating our connection with those who experience no connection to Jesus Christ and a local church.

This form is to be completed by the person making a request for use of the gym. It is to be submitted to the church office for approval. This person is to be considered "the host" for the event. Final approval by the pastoral staff is required prior to the use of the facility. Requests must be made at least two weeks in advance before the building is to be used.

Name of NRBC person hosting the event: _____

Phone: Home _____

Cell _____

- It is the responsibility of the host to represent Jesus Christ and His church in a way that builds good relations with the outside, community group that they represent.
- To be on-site at all times during the event
- To insure the fulfillment of the terms of the agreement mentioned below
- To open and close the building when activity is completed
- To insure that proper footwear is worn when the activity includes play on the court
- To insure that the gym floor is dust mopped prior to play on the court
- To insure that the building is left clean and in order. (This includes a check of the bathrooms)
- To report to the church office any accidents of bodily injury (see injury report form) or destruction of property while using the facility (see destruction of property report form)

Name of group using the gym:

Purpose of use: _____

Date of Use: _____

Time of Use: _____

Evening Hours for play in the gym: 1) 5:30-7:00 2) 7:00-8:30 3) 8:30-10:00

The gym is available at other times upon request and approval. Sunday's and Wednesday's are reserved for NRBC.

Gym Fees: \$70.00 for 1 ½ hours or \$500.00 for 10 time periods. Fees are required before being placed on the facilities calendar.

Concessions: Concessions are to be provided by NRBC only. A special request must be made to Lisa Racel or Peggy Hetherington.

Do you want concessions? Yes _____ No _____

**There is no fee for a church sponsored event, activity or ministry.

User agrees to leave the gym in the same condition as was found. This includes the bathrooms and vestibule as well as the gym area.

User agrees that it will not use the premises for any unlawful purposes, and will obey all laws, rules and regulations of all governmental authorities while using the above described facilities.

User agrees that it will not use the premises for any purpose that is contrary to the mission, purpose or belief of the Owner, which is a biblically-based religious institution.

User promises and warrants that it carries liability insurance with a minimum liability occurrence limit of \$1,000,000. The User will provide a certificate of insurance to the Owner at least seven days prior to the date upon which the User begins to use the above described premises. The certificate of insurance will indicate that User has made Owner an "additional insured" on User's policy with respect to the use by User of the above described premises.

User agrees to hold harmless, indemnify and defend Owner (including Owner's agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to, bodily injury, personal injury, emotional injury, or property damage which may result from any person using the above described premises, its entrances and exits, and surrounding areas, for User's purposes, regardless of whether such injury or damage results from the negligence of the Owner (including Owner's agents, employees and representatives) or otherwise.

User agrees to conduct a visual inspection of the premise, including entrances and exits, prior to each use, and warrants that the premises will be used only if it is in a safe condition.

This agreement may be cancelled unilaterally by either party with 14 days written notice to the other party.

As always, a church sponsored event, activity or ministry overrides any previous reservation with due consideration being made to previous reservations.

Signature of user _____ Date _____



Date Form Received: _____

Approved by: _____

Date Approved: _____

Date Paid _____ Ck# _____ Amt. Pd. _____

Name on Check _____

(9/27/12)