



Grace Lutheran Church

1408 Washington St.
Wenatchee, WA 98801-2555
Phone: (509) 663-2189-Fax: (509) 663-3794
Email: glc@nwi.net

BUILDING USE AGREEMENT (for non-profit organizations only)

Name of Organization _____

Address: _____

Contact Person Name and Telephone: _____

Date(s)/ time(s) facility to be used: _____

The following rules and regulations apply to all users of Grace Lutheran Church facilities:

1. NO SMOKING is allowed in the building;
2. NO ALCOHOLIC BEVERAGES are allowed on church premises at any time;
3. No animals are allowed inside the building, except seeing-eye dogs, without written consent of the Church Council;
4. NO FOOD OR BEVERAGES allowed in the Sanctuary at any time!
5. All rooms used (including restrooms) shall be left clean and tidy. A dumpster is available in the back parking lot for garbage;
6. ***All entrances must be secured, locked, and lights turned off at the end of your stay/function!!***
7. ***All windows must be closed before leaving the building!***
8. Use of kitchen equipment, cookware, dishes and flatware is not allowed unless permission is granted in writing by the church office; if permission to use the kitchen is granted, all floors shall be mopped and all sinks and countertops shall be thoroughly cleaned;
9. No tacks, nails, or tape will be used in/on walls, doors or woodwork at any time;
10. No fund-raising activities involving games of chance are allowed at any time;
11. No charged admission to any function is allowed at any time;
12. No one shall be in the balcony in the sanctuary. No use of our musical equipment for any reason.
13. The individual signed below, representing the user of the facility, personally guarantees, along with the organization, that the rules will be followed and that they are responsible for all breakages and/or damage done during said usage. The cost of all cleaning and/or repairs due to your use of the building will be billed to your organization or you.

The above rules will be strictly enforced and failure to comply will mean that you/your organization will not be allowed to use the facility again.

I, the undersigned, agree to comply with the rules as stated above.

Name _____ Date: _____

Approval by Grace Lutheran Church

By _____ Date: _____