

Bayside Baptist Church
1920 Pleasure House Rd
Virginia Beach, Va. 23455
757-460-2481

bbc@baysidebc.org www.baysidebc.org

FACILITY USE REQUEST FORM

Name _____ Date _____

Address _____

_____ Phone # _____

Organization _____

FACILITIES REQUESTED

Sanctuary A F Faithful SS Classroom S Nursery

Old Social Hall Tables _____ How many? _____

Chairs _____ How many? _____

Family Life Center: G Gym
G Loaves & Fishes (1st floor)
G Youth Area (2nd floor)
G Fitness Room
G Kitchen

Audio/Visual: Sound _____ Video _____ DVD _____ Projector _____

Microphones _____

G Sports Equipment

Chairs _____ How many? _____

Tables _____

How many? _____

Child Care: A Debbie O'Connell must be contacted 10 days prior to event

Actual Date and Time of Function _____

Set-Up Time _____

Type of Activity for which Facility is Requested

—

Anticipated Number of Guests _____

STATEMENT OF AGREEMENT

I have read, understand, and agree to comply with all of the procedures set forth in the Facility and Equipment Use Policy and agree that neither I, nor any person attending the activity for which this reservation request is being submitted, shall hold Bayside Baptist Church, or anyone who is a member of Bayside Baptist Church, responsible or liable for any damage to personal property or any injury to persons which may be incurred during the function for which this reservation request is being submitted.

Signature _____ Date

o Approved

o Disapproved _____ Date _____

Kitchen Team Leader

_____ Date

Administrator

FEE REQUIRED

DATE PAID

- o \$250 Sanctuary Fee (non members only) _____
- o \$250 Gymnasium up to 2 hours (non-church related) _____
- o \$350 Kitchen and/or Social Hall Fee (non members only) _____
- Supervisor (\$36 for first hour each addition hour
\$12.00) _____
- o \$125 Sanctuary Custodial Fee _____
- o \$125 Social Hall (Loaves & Fishes) Custodial Fee _____
- o \$125 Small Social Hall Custodial Fee _____
- o \$200 Gymnasium Custodial Fee _____
- o \$100 Audio Visual Operator Fee _____

6-08-2009