

BHBC BUILDING & FACILITY USE APPLICATION FORM

B L A C K H A W K B E T H L E H E M C H U R C H
S 10174 County Road C, Sauk City, WI 53583 608-544-3991

Name(s): _____

Address(s): _____

Phone #(s): _____

E-mail Address(s): _____

Requested Use Date(s)/Time: _____

Intended Use/Activity: _____

How many people will attend (approx.): _____

Indicate with an "x" the areas of Church Building you expect to use:

Sanctuary_____ Fellowship Hall_____ Kitchen_____ Appliances/tableware_____
Nursery_____ Classrooms_____ Stage_____

- Non-refundable Use Fee... Member: \$0, Non-Member Groups up to 75 people: \$100, Above 75: \$250.
- Security Deposit... \$250 returned upon satisfactory inspection of facilities.
- Fees and Security Deposit to be submitted along with self-addressed, stamped envelope upon receipt of approved & signed application.
- Please Note: The church is not air conditioned. Fans are provided to circulate air.
- Seating: Sanctuary seats 200+ comfortably, and additional 50+ in balcony.
- Fellowship Hall easily seats 110 (more if no serving line tables are set).
- Absolutely NO ALCOHOL, DRUGS, or SMOKING allowed on premises.
- Wedding parties are asked to refrain from alcohol & drug use PRIOR to ceremony. If members of the party are found to be under the influence; they will not be allowed to participate in the ceremony.
- DRIPLESS candles may be used at the ALTAR ONLY.
- No rice or birdseed is to be used on the premises due to safety and environmental concerns. Bubbles, if used, are limited to OUTSIDE.
- Clean Up: The building will be cleaned prior to your use. You are expected to leave things as you found them, including picking up and removing your own garbage.
- Failure to follow any of these rules will result in forfeiture of security deposit.

BhBC is providing a clean, safe, functional setting for your use. While on the premise, BhBC, its leadership, representatives and/or employees will not be held responsible for:

- Theft or damage to personal items.
- Accidents or injuries to applicant and/or guests.

I have read the Blackhawk Bethlehem Church rules and facility use requirements (above). My signature indicates my understanding of stated rules, and I agree to be held responsible for any violations and/or damages to the premises during stated event. I also waive any and all claims of responsibility against BhBC, its leadership, representatives and/or employees for any/all injuries and/or damages to person(s) and personal property while on the premises.

Signature_____ date_____

Requested use granted only when signed below by Blackhawk Bethlehem Church pastor.

Signature_____ date_____