

**CHRIST LUTHERAN CHURCH & SCHOOL  
FACILITY RESERVATION FORM**

I would like to reserve the

- Christ Lutheran Church Fellowship Hall
- Christ Lutheran Church Fellowship Hall Kitchen
- Christ Lutheran School Gym & Kitchen
- Christ Lutheran School Lunchroom

on (Date) \_\_\_\_\_

to be used for \_\_\_\_\_

Key(s) Checked Out To \_\_\_\_\_ Date \_\_\_\_\_

I will need the facility from \_\_\_\_\_ a.m. p.m. to \_\_\_\_\_ a.m. p.m.

I understand that the charge for using this facility is

- Fellowship Hall --- \$75.00
- Fellowship Hall Kitchen -- \$25 to use the kitchen
- Fellowship Hall Kitchen -- \$50 for use of kitchen & Ladies Circle members to serve
- School Gym & Kitchen --- \$75.00
- School Lunchroom -- \$75.00

And that money is due upon reservation of the facility.

*The facility you use should be left as you found it and you are responsible for any damages that occur during your use. By signing below you agree to only use the facilities you have checked above and agree to NOT use or damage other parts of the facility. The undersigned will also be responsible for locking the doors of the facility used following the event for which the facility was reserved.*

*The person signing below is also responsible for any snow or ice removal that needs to be done to insure the safety of those attending the event. By the signature below you acknowledge that you realize Christ Lutheran DOES NOT provide snow/ice removal for the event.*

**HOLD HARMLESS PROVISION** --The organization, individual, and/or sponsoring organization named above agrees to indemnify and hold harmless Christ Lutheran Church, Christ Lutheran School and its Boards, its officers and employees from and against all claims, demands, damages, and action that might arise out of the use of the above building and premises by the above named organization or individual. The undersigned hereby covenants to pay or reimburse Christ Lutheran Church/School for any and all expenses incurred by the church/school as a result of any property damage and/or any claim made against said church/school arising from the use of the above described facilities.

Print Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Amt Pd \_\_\_\_\_ Check # \_\_\_\_\_