

# HWC Facility Use Application

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Harvest Worship Center does not rent out the facility for public use. For a personal event to be approved, a regular attendee of Harvest Worship Center must accept the responsibility for setting up, tearing down, and clean-up according to the guidelines of Harvest Worship Center.

Please use this application to submit your request for the use of Harvest Worship Center for a family event. Submission of this application does not guarantee approval of the facility usage.

## CONTACT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

## EVENT INFORMATION

Dates Requested: \_\_\_\_\_  
                                    1<sup>st</sup> Option                      2<sup>nd</sup> Option                      3<sup>rd</sup> Option

Type of Event: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Room(s) Requested (if known): \_\_\_\_\_

Will you be using the kitchen for food service?      Yes                       No

Usage Start Time: \_\_\_\_\_ Usage End Time: \_\_\_\_\_ (Usage includes set-up, tear-down and clean-up)

Events must conclude by 5:30 p.m. on Saturdays

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

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Pastor's Comments: \_\_\_\_\_  
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