

Facility Usage Request Form

Utility and Custodial Fee for the use of the Church Facilities for Non Active Members

Sanctuary \$135.00
Sexton/Custodian \$65.00

Optional Services:

*Pre-Marital Counseling and Classes \$125.00 (or Best Seed)
Services of our Senior Pastor \$150.00
Use of Fellowship Hall/Kitchen Area \$85.00
Musician (Organist or Keyboardist) \$65.00
Professional Grade Programs/Bulletins \$60.00

Total Amount of Fees: \$ _____

***Note:** Our Senior Pastor **REQUIRES Pre-Marital Counseling and Classes BEFORE** the wedding date with **BOTH** participating parties. **All monies are due and payable to the Ebenezer Baptist Church. Final Payment should be made Thirty(30) Days in Advance of the Dated Activity.** Please submit this form and check the Trustee Ministry. No weddings will be scheduled after 5:00p.m. on the Saturday before the First(1st) Sunday of the month.

Name(please print): _____

Address(NO P.O. Boxes please): _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone Number: _____ **Email:** _____

Purpose of Request: _____

Date of Request: _____ **Time Requesting:** _____

Should you need to decorate this building, PLEASE remember that this facility is designed for Christian usage; by signing below, you pledge to observe and abide by the rules of our facility.

Signature: _____ **Date:** _____

-----FOR OFFICE USE ONLY-----

Received by (Please Print): _____ **Date Received:** _____

Total Amount of Fees: \$ _____

Payment Received: \$ _____

- ◇ Cash
- ◇ Check (Check Number _____)

Balance of Amount Due: \$ _____

Date of Balance Amount Due: ____/____/____

