

## Community Baptist Church Rules and Regulations

(Renters agree to each of the rules and regulations by initializing next to each one)

\_\_\_\_\_ 1. **The use of the church facilities and properties must be scheduled through the church office. NO exceptions.**

\_\_\_\_\_ 2. All activities conducted on church property must conform to all safety and fire codes. Activities that endanger people or that are likely to damage or deface the facilities are prohibited. **Anyone not following these rules and regulations will be asked to leave the premises.**

\_\_\_\_\_ 3. No tables or chairs may be taken from the church facilities without permission from the church office.

\_\_\_\_\_ 4. Parking allowed in the church lot only.

\_\_\_\_\_ 5. There will be no smoking, no alcohol or drugs, no profanity, and no weapons in the building, and no "hot-rodding" in the parking lot.

\_\_\_\_\_ 6. Once finished, all user of the Church are responsible for cleaning up used areas. In particular, trash should be picked up and put in receptacles, floors should be wiped clean of any messes or spills, bathrooms should be left tidy, turn off lights.

\_\_\_\_\_ 7. If the kitchen is used, the dishes should be washed and put away, all surfaces wiped clean, all trash in receptacles, stove turned off, and dish towels from the kitchen may be used and left in laundry basket to be cleaned by staff.

\_\_\_\_\_ 8. **The user is liable for any damage that occurs for which repair or replacement costs exceed the deposit fee.**

\_\_\_\_\_ 9. **Only a person designated by the church office may operate the sound system.**

\_\_\_\_\_ 10. An adult chaperone or responsible person must be present for all youth and young adult activities. All children must be chaperoned by an adult at all times, inside and outside the building.

\_\_\_\_\_ 11. **The locations of all fire extinguishers and first-aid kits are posted on the bulletin board.**

\_\_\_\_\_ 12. **Absolutely no baseball or softball may be played in the gym. Basketball and volleyball are allowed as long as they are played by the rules and no extreme play or unnecessary roughness occurs.**

**Inflatable play areas and devices may be used as long as the user and inflatable provider indemnify and hold harmless the Church, from any liability, including attorney fees, arising out of the use of inflatables.**

\_\_\_\_\_ 13 Renters are responsible for contacting the church during business hours to secure entry to the building the day of event. All keys to the church should be placed in the basket on the office door upon leaving at the end of event.

**NOTE: ALL RENTALS ARE SUBJECT TO APPROVAL BY COMMUNITY BAPTIST CHURCH STAFF OR TRUSTEES**

***Effective 1-1-2009 Revised 1/1/2013***