

Facility Reservation Request

Your Name: _____ Title: _____

Your Address: _____

Phone: _____ Email: _____

Please check all that apply:

Church Member Church-Sponsored Ministry Non-Member Group/Organization

Legal name of organization, if applicable: _____

Organization's Address: _____

Phone: _____ Web Address: _____

Individual authorized to sign on organization's behalf: _____

Organization's purpose and mission: _____

Names of the organization's office holders and leaders: _____

Name of event you wish to hold: _____

Purpose for use of PBC facilities: _____

PBC location requested: Plano North (Prosper)

Areas of PBC location requested: _____

Date(s) and time(s) of event: _____

Time of arrival for set up: _____

Time of departure after tear down: _____

Will bounce houses be used at the event(s)? Yes No

If yes, name of company providing the bounce houses _____

Names of all individuals who will be providing or assisting with the event: _____



Facility Use Policy

The property and facilities of Prestonwood Baptist Church (“PBC”) are consecrated to religious formation because they are a provision from God. The facilities, provided through God’s benevolence and by the sacrificial generosity of PBC families, provide an atmosphere where Christ-centered education and formation can thrive. As such, PBC facilities shall be used for the propagation of the Christian faith, for formation of future Christian leaders, for fellowship of the Body of Christ, witnessing, religious teaching, and charity. Although the facilities are not generally open to the public, we make our facilities available to approved non-member groups as a witness to our faith, as an outreach tool in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

However, all activities on PBC property must cohere with the religious purpose of PBC and further its Christian mission. All groups and organizations who are granted use of PBC’s facilities must agree to abide by PBC’s standards, policies, morals, conduct, religious beliefs, and mission. PBC facilities may not be used for activities that contradict, or are deemed inconsistent with, PBC’s faith or moral teachings. Therefore, facility use will not be permitted to persons or groups which hold, advance, or advocate beliefs or practices that conflict with PBC’s faith or moral teachings.

Each group or organization utilizing PBC facilities is required to abide by all church guidelines, requirements, and use restrictions at all times, and is required to acknowledge receipt of and affirm the conditions found in this Facilities Use Policy. Failure to abide by church guidelines, requirements, and use restrictions may result in immediate termination of use. User agrees to leave the facilities immediately upon request of PBC.

The Pastor, or his official designee, is the final decision-maker concerning use of PBC facilities. PBC reserves the right to accept or deny for any reason any applicant who seeks to utilize or reserve PBC facilities. Permission that is granted to utilize PBC facilities or property shall not be transferred or passed to any alternative individual, group, or organization without the written permission of PBC’s Executive Director of Administration.

I affirm that:

1. I am authorized to sign on behalf of _____.
2. I understand that PBC does not allow its facilities to be used in a way that contradicts its faith or by persons or groups holding beliefs that contradict PBC’s faith. The purpose for which I am requesting use of PBC facilities does not contradict PBC’s faith, and I commit to promptly disclose any potential contradiction of which I am aware or become aware to PBC staff.
3. I understand that PBC does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to the Pastor’s or his official designee’s approval, which is conditioned in part on my agreement to the requirements in the Facility Use Policy stated above, which I have read and understood.
4. I understand I will be responsible for any damages to PBC resulting from this use of PBC facilities.
5. PBC believes disputes are to be worked out between parties through Christian mediation according to Matthew 18:15-20 and I Corinthians 6:1-8. As such, I agree to attempt resolution of any disputes through Christian mediation.

For questions or concerns during use of the facilities, please notify the Sports and Fitness Center Front Desk Staff. For other questions about this reservation, please contact PSO at (972) 820-5227.

Name

Date