



PRESBYTERIAN *church of* CHESTERTOWN

905 Gateway Drive | Chestertown, Maryland 21620

Building Use Application *(Multiple Gatherings)*

Date of Application _____

Organization Requesting Use of Space _____

Address _____

Contact Person Name _____

Contact Person Phone _____ Email _____

Purpose or Nature of Use _____

Usage Timeline: Start Date _____ End Date _____

Days of the Week _____ Time of Day _____

Estimated Attendance per Use _____

Sponsoring PCC Member Name _____

Space(s) Requested

The sanctuary is not available for any regularly scheduled events or meetings other than worship and special one-time events. PCC reserves the right to negotiate any fees.

Admin Conference Room

Fellowship Hall

Green Conference Room

Kitchen

Class Room

Nursery

Sanctuary

Playground

List any other information pertinent to this request

I have received, read, understand, and agree to all Building Use Guidelines.

Signature of Contact Person _____

Approval Date _____

(form approved by Session – 3/11/08)