

Pleasant Grove Baptist Church
704-485-3944

RESERVATION
Fellowship Hall, Playground, RA Hut

Name: _____ Phone #: _____

Address: _____

Request is for: **Fellowship Hall** **Playground** **RA Hut.** (circle your choice)

Activity Date and Time: _____

Purpose of Activity: _____

NOTE:

- There is a \$25 rental fee for non-church functions in the Fellowship Hall and RA Hut for the use of utilities and paper products. The fee does not cover facilities cleanup cost so the person making the reservation is responsible. Cleanup procedures are documented in “Guidelines for Kitchen, Fellowship Hall, and RA Hut” and are posted in each facility.
- When scheduling the Playground, the Fellowship Hall must also be scheduled. This is necessary to have water and bathroom access, indoor access due to inclement weather, and to avoid traffic congestion created by booking separate requests on the same date/time.
- The \$25 usage fee for non-church functions is payable no later than one week prior to the scheduled activity. If the fee is not paid within this designated time, the Church Office staff will contact you as a reminder. If the fee is not paid within an agreed time, the activity will be removed from the church calendar.

Signature

Date Paid

