



## BUILDINGS AND GROUNDS REGISTRATION AGREEMENT FORM

Please complete this form and provide the minimum donation. Your signature at the bottom of this sheet signifies your acceptance and responsibility as you use the buildings and/or grounds (please refer to the Use Policy). Oyster Bay Baptist Church (OBBC) does not rent their facilities. The church is allowing you to use the buildings and/or grounds in exchange for a minimum donation to cover utility costs. Use of the buildings and/or grounds for non-church activities is limited to current church members and their immediate families (parents, children, and siblings.) Please print legibly.

### APPLICANT

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Event \_\_\_\_\_

Date(s) and Time(s) of Event \_\_\_\_\_

Name of Minister (if applicable) \_\_\_\_\_ [Non-SBC Approval \_\_\_\_\_ (**OBBC Pastor Initials**)]

If minister is non-SBC, please state church name/denomination \_\_\_\_\_

### MINIMUM DONATION AMOUNTS

Buildings

- Sanctuary: \$250
- The ROC: \$250
- Both Sanctuary & The ROC: \$250
- Youth Building: \$50

Staff Members

- Sanctuary Sound Tech: \$25 per hour (4 hour minimum)
- The ROC Sound Tech: \$25 per hour (4 hour minimum)  
(If using both Sanctuary & The ROC, same sound tech will operate both systems)
- Kitchen Staff Member: \$25 per hour (4 hour minimum)
- Custodial Staff: \$150 per building

Building & Grounds Donations to be made payable to OBBC and collected when application is approved. Staff donations will be made payable to individuals on day of event.

### BUILDING AND GROUNDS

Building(s)/Grounds Requested (check all that apply): Sanctuary \_\_\_\_ The ROC \_\_\_\_ Youth Building \_\_\_\_ Grounds Only \_\_\_\_

Staff Members Requested: Sanctuary Sound Tech \_\_\_\_ The ROC Sound Tech \_\_\_\_ Kitchen Staff Member \_\_\_\_ Custodial Staff \_\_\_\_

I have read and understand the Buildings and Grounds Use Policy. Please initial here \_\_\_\_\_

I agree to pay for damages caused to the buildings and/or grounds while I use them. I also agree to pay for extra cleaning if needed. I hold harmless Oyster Bay Baptist Church for any damages, anyone hurt on the premises, or theft or loss of items.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Social Committee Chairperson

### Office Use Only

Payment Received: Amount \_\_\_\_\_ Date \_\_\_\_\_ Check Number \_\_\_\_\_