



5231 Gettysburg Pittsburg Rd., Greenville, OH 45331
937-447-3885 * pleasant_view@pleasantviewmc.org

NON-MINISTRY EVENT ROOM REQUEST FORM (GUEST)

This Agreement, by and between, Pleasant View Missionary Church, 5231 Gettysburg Pittsburg Road, Greenville OH 45331 and the user:

NAME/GROUP NAME _____

ADDRESS _____

DATE OF USE _____ TIME OF USE _____

EVENING PHONE _____ DAYTIME PHONE _____ CELLPHONE _____

TIME BUILDING LOCKED/ UNLOCKED _____ TEMPERATURE ADJUSTED _____

TIME SOUND TECH NEEDED _____

ROOMS REQUESTED (See Facility Map for location of Rooms)

Children's Center:

CC Lobby CC101 CC102 CC103 CC Kitchen CC104 CC105
 CC106 CC107 CC108 CC109 CC110

Life Center:

LC Lobby LC Cafe LC101 LC102

Office Complex:

OC101 OC102 OC103 OC201 OC202 OC203 OC204 OC205 OC206

Youth Center:

YC Cafe YC101 YC102 YC001

____ Renter agrees to abide by all rules and regulations for the use of the building and/or designated areas of the building/grounds, which are designated on this agreement. The user who schedules the facility shall be responsible for maintaining the rules governing its use and also for policing the facility when the activity is over.

____ Renter agrees to all cleanup needing to be done at the close of their event. Floors must be vacuumed, bathrooms cleaned and wiped down, kitchen counters and sinks cleaned and dried, kitchen floor swept and mopped. All trash must be taken to the dumpster at the back of the church.

____ Renter agrees to hold blameless and defend the owner (Pleasant View) from any and all liability and indemnity which may result from any person using the building, grounds, entrances, exits, and surrounding areas.

____ Renter agrees to pay for any and all damages to the building and/or its contents that might occur during their use of the facility, or the group's use of the facility, for which they are responsible, on the dates and times listed above.

____ **Set-up and re-set is the responsibility of the RENTER.** The RENTER must contact PV at (937) 447-3885 with any questions or concerns.

____ Renter agrees that any ministry related events are given priority. **Event might have to be rescheduled if a church emergency or funeral comes up.**

____ Cost of donation **DOES NOT** include use of PV Supplies (paper plates, napkins, plastic tableware, paper table cover, cups or food items).

OWNER

RENTER

Pleasant View Missionary Church

Person Responsible for Event

Sound Tech (if needed) \$80. \$ _____

Cost for Son Life Center \$250 \$ _____

Cost for Life Center and Son Life Center \$1000..... \$ _____

TOTAL DUE AT SIGNING

\$ _____