

# Georgetown Christian Reformed Church Facilities Use Request Form for Members

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Renter's Name \_\_\_\_\_ Date \_\_\_\_\_

Renter's best contact # \_\_\_\_\_ Purpose of Use: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Use: \_\_\_\_\_ Number of Persons: \_\_\_\_\_

*If for wedding: Bride and groom's names and preferred contact numbers:*

Bride: \_\_\_\_\_ Contact # \_\_\_\_\_

Groom \_\_\_\_\_ Contact # \_\_\_\_\_

*Please make contact with the wedding coordinator within one week of making your reservation. (Nancy Bunning, 669-4999)*

### Request:

**Wedding** **\$ 300** \_\_\_\_\_

*Includes: (only)*

- *Sanctuary*
- *Rooms: 108 for bridal party, Worship Center, Kitchen & Gathering Area*
- *Use of these rooms the day prior to the event (rehearsal & setup)*
- *An audio CD of the event*
- *Audio Technician*
- *Georgetown Planning Contact: Wedding Coordinator*
- *Custodial services*
- *Due to the need to secure custodial, sound, and organizational staffing, please note that \$200 of this fee is not refundable within 60 days of the date of your event. This also applies for those wishing to reserve a date and rent the facility as a secondary or "backup" option.*

Please note: The Audio Technician, Wedding Coordinator & custodial services are required. This package does not include fees for clergy or musicians.

**Summit & Activities Center,** **\$125 \$25 deposit** \_\_\_\_\_  
(Holiday, Graduation, Family Gathering)

*Includes: (only)*

- *Summit and classrooms*
- *Activities Center*
- *Kitchen*
- *Use of video game systems*

\*no sound or video usage w/o operator and additional fees

**Summit** **\$75 \$25 deposit** \_\_\_\_\_  
(Holiday, Graduation, Family Gathering)

*Includes: (only)*

- *Summit and classrooms*
- *Use of video game systems*

\*no sound or video usage w/o operator and additional fees

**Activities Center & Kitchen** **\$50 \$25 deposit** \_\_\_\_\_  
(Holiday, Graduation, Family Gathering)

