

WINNEBAGO REFORMED CHURCH

Winnebago, Nebraska

FACILITY USE

All properties under the care of the Winnebago Reformed Church are to be seen as a sanctuary for the worship of God our Creator, Jesus Christ our Savior, and the Holy Spirit. As such, we, the Consistory, are bound to certain principles in determining the use of these properties.

Those principles include:

- To follow the practice of good stewardship.
- To see that our values and beliefs are respected in the use of the property and its facilities.
- To treat everyone fairly in determining who shall have use of the property and its facilities.
- To provide a benefit to the larger community, not just to an individual.
- To insure that all agreements of use will be short term.

Under those principles, we have established the following policies.

- We may allow use of the following areas either together or separately, and may allow different parties to use different areas at the same time.

Sanctuary	Main Basement	South Basement	Office area
South upstairs (gym)	Outside property & playground		Apartment
- CERTAIN EVENTS may pre-empt previously scheduled contracts in the following priority.
 1. Funeral of an active member or adherent, or their immediate family. (spouse, parent, brother, sister or child.)
 2. Funeral of an inactive member or their immediate family. (spouse, parent, brother, sister or child.)
 3. Wedding of an active member or adherent, or their child.
- THE FACILITY will not be considered to have been reserved until the Rental chairperson has received a completed application and the payment of fees and deposit.
- THE SANCTUARY shall be rented only for such purposes that have Christian religious connotations, for example, weddings, funerals or evangelistic meetings.
- MEDICAL STUDENTS AND PERSONNEL: Short term lease of the apartment for interning or interim medical personnel under a contract with such entities as Creighton University Medical School or I.H.S may be permitted. The length of contract is negotiable dependent upon the length required by the student residency.
- SPECIAL GUESTS: Special guests consist of such as Classis members, individuals returning for funerals, visiting family of church members who have traveled more than 50 miles, ministry teams, and workgroups. There will be no daily charge for workgroups or ministry teams.

Any aspect of this Policy Statement may be adjusted or waived at the discretion of 2/3rd of the Consistory.

CONTRACT FOR USE OF FACILITIES WINNEBAGO REFORMED CHURCH

Out of respect for the beliefs and properties of the Winnebago Reformed Church, this verifies my understanding of and agreement to the following expectations and conditions for my use of the facilities.

1. **I understand** the church facilities are available only when not in conflict with a previously scheduled event or regular program of the church. On Sundays, the facilities are available only after 1:00 PM to minimize disruption of the worship services.
2. **I agree** to pay **\$25 per day** use fee to help cover the costs of heat, lights, and water. The full amount will be paid in advance.
3. **I agree** to pay a **deposit of \$50** with the understanding this will be returned to me if the facilities are as clean as before my use, there are no damages, and no items are missing.
4. **I understand** **the church kitchen may be used for clean-up but not cooking;** all food must be brought in already prepared. Also the church's dishes, cookware, coffee pots, utensils, paper, and cleaning products, et cetera, may not be used. I will supply all such utensils and supplies.
5. **I am responsible** to see that the kitchen, bathrooms, and basement area are left as clean and orderly as before my use.
6. **I understand** **tobacco use will be restricted to the opening ceremonies**, i.e. passing of tobacco before a meal. No other smoking or use of tobacco products will be permitted in the building. I will inform the person in charge of the gathering of these restrictions and will make sure all in attendance understand and abide by the policy.
7. **I agree** to see that **children are properly supervised** and that people stay out of areas that have not been rented.
8. **I agree** to pay for any abuse, breakage, vandalism, or theft done to the facilities and/or grounds while I am responsible for them.
9. **I realize and honor** the fact that these facilities are meant to be a sanctuary for the worship of God our Creator, Jesus Christ our Savior, and the Holy Spirit. I will respect these values and beliefs in my use of these facilities. Other forms of religious practices not in line with Reformed Protestant beliefs will not be performed on these premises. An exception will be made for traditional Winnebago wakes and funerals.

Signed: _____

Contact Phone Number: _____

Printed: _____

Address: _____

Person Contracting Use

Area desired: _____

Purpose: _____

Dates of Use: _____

Amount Paid: Deposit _____ Fees _____

Beginning Time (unlock): _____

Ending time (lock up): _____

Signed: _____

Date and time that contract is received: _____

Rental Chairperson

**CONTRACT FOR APARTMENT USE
WINNEBAGO REFORMED CHURCH
Winnebago, Nebraska**

Out of respect for the beliefs and properties of the Winnebago Reformed Church, this verifies my understanding of and agreement to the following expectations and conditions for my use of the apartment.

1. **I am responsible** to see that the apartment is left as clean and orderly as before my use.
2. **I understand** that **tobacco use will be restricted**. No smoking or use of tobacco products will be permitted in the building. I and all of my guests will abide by the policy.
3. **I agree** to see that **children and/or my guests are properly supervised** and that people stay out of areas that have not been rented.
4. **I agree** to pay for any abuse, breakage, vandalism, or theft done to the facilities and/or grounds while I am responsible for them.
5. **I understand** that I am not a commercial tenant and I waive any rights under the law that might entitle me to force any change in policy or length of stay and that my residence is only by the grace of the consistory of the Winnebago Reformed Church.
 - **MEDICAL STUDENTS AND PERSONNEL:** Short term lease of the apartment for interning or interim medical personnel under a contract with such entities as Creighton University Medical School or I.H.S. Under such a contract the monthly rate will be \$350 for one person, plus \$150 per month for each additional person. This is to cover costs of utilities, preparation and clean-up, insurance, and other expenses created by having the building occupied. The length of contract is negotiable dependent upon the length required by the student residency.
 - **SPECIAL GUESTS:** Special guests consist of such as Classis members, individuals returning for funerals, visiting family of church members who have traveled more than 50 miles, ministry teams, and workgroups. The rate for special guests will be \$25 per day to help cover utilities and other expenses of having the building occupied. There will be no daily charge for workgroups or ministry teams.

Signed : _____ Contact Phone Number: _____
 Person Contracting Use

Purpose: _____

Dates of Use: _____ Amount Paid: Deposit _____ Fees _____

Beginning Time (unlock): _____ Ending time (lock up): _____

Signed: _____ Date and time that contract is received: _____
 Rental Chairperson