

## Tampa Bay Presbyterian Church Request for Building Use

Date of Request:

	*	distrers I or Life.							
Name of Gro	up or Organiz	zation:							
Contact Pers	on:								
hone: Alternate Phone: (cell)									
Purpose, Act	ivity or Event	:							
Areas/ Room	s Requested:								
Date/s Requested:					Time/s Requested:toto				
Frequency (i	f re-occurring	event):							
Fee for build	ing use:								
Signature of person responsible for Building/Property use							Date signed		
<ul> <li>All dishes, utensils &amp; kitchenware are to be washed and putensile.</li> <li>All floors are to be vacuumed.</li> <li>All chairs and tables are to be returned to the original order</li> </ul> Person responsible for cleaning-up: <ul> <li>agree</li> </ul> agree the facilities, building, grounds or equipment.					der and location.				
	building, gro	unas or equip	oment.						
<ul><li>All all</li><li>All d</li></ul>	ghts are to tu /c units are to oors are to bo alarm must b	be turned of e locked.	ff.						
Person respo	nsible for loc	king-up:			P	hone:			
and Sheriff's	 Department	is dispatched.		is ı	esponsible fo	r any fees ind	curred if alarr	n goes off	
For Office L	•	is disputeriou.							
Approved By: Date:									
Fee Charged	Deposit Received by	Date Deposit Received	Deposit Amount	Date Paid in Full	Payment Received by	Date on Calendar	Set-up	Clean-up	