

Northside Presbyterian Church (NPC) Policies for Church Use

First Priority: The NPC building is intended for use by the congregation for worship and Church related programs. However, the Church Members want the building to be available to the larger community for activities that are compatible with this primary use.

Church Sponsored Activities: The Church may provide free use of the church in support of specific organizations; for example the Boy Scouts of America. A Church Member is to co-ordinate with the community organization about which facilities (e.g. rooms, equipment) are available at specific times. Church sponsored activities are to be approved by the NPC Session.

Church Members: Church members may occasionally (e.g. once/year) use the facilities for non-church related activities. The activity is to be scheduled with the Church Secretary. Members are expected to compensate the Church for any damages that are beyond normal wear and tear.

For Profit Organizations: The Church may rent facilities to for-profit organizations that are considered to be beneficial to the community. The renting organization is to have liability insurance. The rental rate is negotiated between the organization and the NPC Finance & Facilities Committee. Short term rental rates are indicated in the table (below).

Non Profit Organizations: Non-profit organizations may be approved to use the church facilities at a rate that is 75% of that indicated in the table (below). Applications for non-profit use should be made to the NPC Finance and Facilities Committee.

Room	Per hour	Per ½ day
Sanctuary	\$20	\$50
Sanctuary plus kitchen***	\$30	\$100
New building basement	\$16	\$40
Old building kitchen***	\$20	\$50
Chapel	\$16	\$40
Wedding		\$300*
Wedding with reception		\$350**

*\$100 refunded if church is left clean

**\$150 refunded if church is left clean

***\$100 deposit (refundable) if preparation of meal

October 12, 2014

NORTHSIDE PRESBYTERIAN CHURCH
Rules for Building Use

- 1.** No use of alcohol is permitted.
- 2.** Smoking is not permitted within the church building or within 30 feet of the church building.
- 3.** Do not use church supplies (coffee, paper cups, etc.).
- 4.** Do not put grease down the sinks or toilets.
- 5.** NPC is not liable for personal injury or damage to user property.
- 6.** Users are responsible for damage to the building and contents.
- 7.** When leaving the building users are expected to:
 - 7.1.** Turn off all lights and fans, including lights in the restrooms.
 - 7.2.** Clean up.
 - 7.3.** Remove all trash from church property.
 - 7.4.** Put chairs and tables back the way they were at arrival.
 - 7.5.** If changed, return thermostats to energy-saving-setting.
 - 7.6.** Shut windows and lock doors, both upstairs and downstairs
 - 7.7.** Close all doors leading to narthex, if air conditioner is on.

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