

FACILITY USE POLICY

RELIGIOUS ACTIVITIES

All [Church] property and facilities (including furniture, fixtures, and equipment) are holy and set apart to worship God, regardless of the location of the facility. (Colossians 3:17). [Church] facilities are consecrated to our religious ministry and mission because they are a provision from God. Use of [Church] property shall be for the propagation of the Christian faith, for fellowship, witnessing, religious teaching, and charity. Therefore, all use and occupancy of [Church] property shall be limited to persons of our particular religion, the propagation of religion, or related religious purposes.¹

All activities on church property must cohere with the religious purpose of [Church] and further its Christian mission, whether the activity has an overt liturgical religious purpose (preaching, worship services, Bible instruction, communion, baptism) or a non-liturgical religious purpose (social service, mentorship, community service, mentorship, benevolence, charity, schools). [Church] conducts all activities in order to advance or express its Christian mission, message and viewpoint. Church facility use shall be exclusively conditioned on whether the use promotes [Church's] mission, message and viewpoint, as all facility usage is an opportunity to glorify God. In addition, church property is exclusively reserved for persons and organizations who agree to abide by [Church] [list any and all written organizational policies, governing documents, handbooks, or procedures, including things like employment policies, Standards of Morals and Conduct, discipline, Statements of Faith, religious beliefs, Purpose Statement, Mission Statement, polity, and internal dispute resolution policy] (the “Written

¹ See, e.g., City of Houston Ordinance No. 2014-530, §§ 17-2, 17-54(2), 17-122(a)(1)—(2).

Statements of Faith”), which are incorporated herein by reference, as if fully set forth herein.

Likewise, [Church] facilities are not generally open to the public and may not be used by persons or groups holding, advancing, or advocating beliefs that conflict with the [Church’s] faith or moral teachings – including but not limited to [Church] Written Statements of Faith, which are incorporated herein by reference, as if fully set forth herein.

Any facilities that are made available to approved non-members for usage are meant to further [Church’s] calling to minister to others, in the vein of charity and witnessing to our faith. For this reason, [Church] property cannot be used for purposes that contradict the church’s beliefs, which would constitute a grave violation of the church’s faith and religious practice, as well as degrade [Church’s] religious integrity. (II Corinthians 6:3; and 14; I Thessalonians 5:22.)

OWNERSHIP / CONTROL

[Church’s] [designated authority] possesses the exclusive power to enforce conformity of belief. In regards to facility usage, [Church] seeks to avoid member confusion, formal or material cooperation with evil, and scandal by associating with any conduct that contradicts its religious beliefs. (1 Peter 2:12.) Church property issues or disputes are directly related to religious doctrine and practice, as all facilities are utilized in a manner to advance or express [Church’s] Christian mission, message, and viewpoint. (Colossians 3:17.) In the event that church facility use departs in any way from [Church’s] doctrine, Written Statements of Faith, teaching or policies, [Church’s] designated religious authority shall exclusively resolve any disputes. The [designated

[Church] alone may make inquiry into the religious law and usage of [Church] facilities and is therefore essential to the resolution of the controversy.

FACILITY USAGE FEE RATE

[Church] is a not-for-profit corporation. Because the facility is exclusively utilized for religious and ministry purposes, it may be reserved for the below-market rate of \$_____. The fee is intended to be used for general maintenance and cleaning of church facilities.

GUIDELINES AND REQUIREMENTS

Each individual, group, or organization utilizing [Church] facilities (including equipment and property) is required to abide by all church guidelines, requirements and use restrictions at all times. Each individual, group, or organization is required to sign [Church's] Facilities Usage Agreement.

[Church] incorporates by reference its Code of Conduct, as if fully set forth herein.

[Church] incorporates its Statement of Faith on Marriage, Sexuality, and Gender Identity, as if fully set forth herein.

Use of any controlled substances, including alcohol, tobacco products, and marijuana, is strictly prohibited on church property.

Church facilities are to be used with care and left in good, clear condition.

Licensee(s) or Invitee(s) reserving [Church] facilities or property must confine said usage to pre-approved areas of the church property, as provided for in their Facility Usage Agreement.

Any events involving children and youth require adequate adult supervision, provided by the reserving licensee(s) or invitee(s).

[Church] reserves the right to coordinate and schedule alternative activities and events in other church facilities.

[Church] reserves the right to accept or deny any applicants who seek to utilize or reserve [Church] facilities. Permission that is granted to licensee(s) or invitee(s) to utilize [Church] facilities or property shall not be transferred or passed to any alternative individual, group, or organization without the permission of [Church].

INSURANCE AND INDEMNITY

Non-member facility users will be required to provide their own general liability insurance coverage with a combined single limit of not less than \$ _____, naming [Church] as an additional insured.

Any and all damage occurring to [Church] facilities as a result of their use or reservation, shall be repaired and replaced by the licensee(s) or invitee(s), at a cost determined by [Church designated authority] or their designee.

All who reserve [Church] property or facilities for use agree to release, protect, defend, indemnify and hold harmless [Church] and its trustees, officers, employees, members and other representatives from and against any and all claims, liabilities, losses, damages, actions, costs and expenses (including, without limitation, reasonable attorney's fees and other legal costs) directly or indirectly arising out of their use of any [Church] facilities.

APPLICATION

All of our members, employees, and volunteers must affirm and adhere to this Facility Use Policy and Written Statements of Faith referenced herein to qualify for involvement with the ministry. This is necessary to accomplish our religious mission, goals and purpose.

Any non-members who wish to utilize the [Church's] facilities must acknowledge receipt and review of this Facility Use Policy. Further, non-members must agree to conduct themselves and their event, as well as utilize church facilities, in a manner consistent with the [Church's] purpose, ministry, Written Statements of Faith and policies, as set forth herein.

FACILITY USAGE AGREEMENT

Name of Licensee(s) or Invitee(s): _____

Address: _____

Telephone Number(s): _____

Contact Person: _____

E-mail Address: _____

Website: _____

Licensee(s) or Invitee(s) Membership Status: _____

Description of Licensee(s) or Invitee(s) Ministry: _____

Date(s) and time(s) of event: _____

Purpose of event: _____

Nature of event: _____

Facility/Room being reserved: _____

Facility Usage Fee: _____

I have received, reviewed and agree to adhere to all [Church's] policies, including but not limited to the Written Statements of Faith. I have read and fully understand the Facility Use Policy and the Facility Use Agreement and hereby expressly agree to adhere to all guidelines, requirements, restrictions and other provisions set forth therein.

I request to use the church facilities for the express purpose indicated above, and will utilize said facilities in a manner consistent with these stated purposes. To the best of my knowledge, I am not aware that the reserving individual, group, or organization holds, advances, or advocates beliefs that conflict with the church's faith or moral teachings.

It is agreed and understood that this contract shall remain in force only for the term in which I comply with [Church] policies, as set forth herein, and as long thereafter as I comply. I understand that all facilities privileges automatically terminate if I engage in any conduct or avocation of conduct that stands in contradiction to [Church's] Written Statements of Faith as set forth herein. I agree to notify [Church] authority immediately upon the knowledge that church facilities or properties are being utilized in a manner inconsistent with church policies. I submit to the designated authority of [Church] to resolve any disputes relating to church property or facility use.

Invitee(s)/Licensee Signature(s)

Title

Date

Approved by [Church]:

Signature(s)

Title

Date