

HOPE UNITED CHURCH OF CHRIST
141 S. 12th Ave.
Sturgeon Bay, WI 54235
(920) 743-2701 hopeucc@hopechurchdc.org

USE OF BUILDING & OUTDOOR SPIRITUAL CAMPUS AGREEMENT FORM - revised 11-25-25

Group/Organization/Name: _____

Type/Purpose of Event: _____

Date for the request: _____ **Time requested:** _____ **Expected attendance:** _____

Group representatives who will be present when the building is used: _____

Area(s)/room(s) requested: _____

Equipment requested: ☐ Overhead Projector/Screen ☐ TV/VCR ☐ Portable Microphones
☐ Podium ☐ Piano ☐ Organ ☐ Stove/Oven ☐ Dishwasher

Will children be present? _____
(All children must be supervised by an adult at all times in the building and on the outdoor campus.)

Please check one of the following:

☐ **Group has liability insurance that will cover any claims for injury, death or property damage that may occur during the group use of this building and outdoor spiritual campus.** Proof of insurance will be submitted to Hope Church office.

☐ **Group agrees to hold harmless Hope United Church of Christ for any claims of injury, death or property damage that may occur during the group use of this building or outdoor spiritual campus.**

Person authorized to waive or provide coverage _____
(signature and phone number)

Person in your group responsible for calling 911 in the event of an emergency is: _____
Attached is a copy of **Hope's Emergency Action Plan.**

The organization using the Church facility shall be responsible for policing expectations outlined in the Hope UCC's Building and Outdoor Spiritual Campus Use Policy.

Signing of this Use Agreement Form carries with it an understanding that Hope UCC's Buildings and Outdoor Spiritual Campus Use Policy has been read, understood and agreed upon.

Group contact person(s) _____
(signature) (date)

Contact Information: _____
(phone) (email)

(address)

Please make your check payable to Hope United Church of Christ.

Approved by: _____
(Pastor, Administrative Assistant or Trustee) (date)