



Fearless Family of Churches

FACILITY USE POLICY FOR FEARLESS CHURCHES

Revised: 5.2023

All churches represented within the Fearless Network of Churches abide by this privacy policy statement. The church desires that its facilities be used for *Following Jesus and Fearlessly making Him known*. Our Fearless facilities are available for use and rental for our faith community members as well as open to the public within the following guidelines.

Facility use will not be permitted to persons or groups holding, advancing, or advocating beliefs or practices that conflict with the church's faith or moral teachings, which are available upon request. Nor may church facilities be used for activities that contradict, or are deemed inconsistent with, the church's faith or moral teachings. The executive pastor, or his official designee, is the final decision-maker concerning use of church facilities.

This restricted facility use policy is necessary for two important reasons.

- First, the church may not in good conscience materially cooperate in activities or beliefs that are contrary to its faith. Allowing its facilities to be used for purposes that contradict the church's beliefs would be material cooperation with that activity and would be a violation of the church's faith and religious practice. (2 Cor 6:14; 1 Thess 5:22.)
- Second, it is very important that the church present a consistent message to the community, and that the church staff and members conscientiously maintain that message as part of their witness to the Gospel of Jesus. Allowing facilities to be used by groups or persons who express beliefs or engage in practices contrary to the church's faith would have a severe, negative impact on the message that the church strives to promote. It could also cause confusion to our faith community and the public because they may reasonably perceive that by allowing use of our facilities, the church agrees with the beliefs or practices of the persons or groups using its facilities.

This policy applies to all Fearless Church facilities, regardless of whether the facilities are connected to the church's corporate worship space.

Approved Users and Priority of Use

Generally, priority shall be given to faith community members, and organized groups that are part of the ministry, organization, or sponsored activities of the church. Groups or persons requesting facility use must

- submit a "Facility Reservation Request" form.
- be willing to take responsibility for the facilities and equipment used and must agree to abide by the church's rules of conduct for facility use, as stated below and as described in any additional instructions by church staff.

EVENT REQUEST GUIDELINES & PROCEDURES

Our Fearless Church facilities exist to sustain and grow the ministries of the church and provide community engagement opportunities. The ministries of the church have priority in reserving space and time in the facility. If a request for facilities use is made for the same date, the order of priority is as follows:

1. Church programming, activities, events and ministries will always have first priority.
2. Faith Community requests, including weddings or funerals, will have second priority.
3. Non-church events will not be placed on the calendar more than 12 months in advance.
4. Weddings will not be placed on the calendar more than 36 months in advance.
5. The facilities may be available for use on Monday – Friday from 7 a.m. until 11 p.m. Saturday and Sunday requests will be considered on an individual basis.

HOLIDAYS: New Year's Day (January 1) Good Friday (Friday before Easter) Memorial Day (last Monday in May) Independence Day (July 4) Labor Day (first Monday in September) Thanksgiving (fourth Thursday in November) Day after Thanksgiving Christmas (December 25)

The Reservation Request form must be fully completed including the sections on childcare, communications, facilities (room set-up & doors opened), security and technical requests will be scheduled on a "first come, first serve" basis – but are subject to change based on the broader needs/goals of the church. The Facility Management Office will notify the user of any conflict or questions to negotiate changes of times or rooms.

GENERAL USE POLICIES: The following list is to be read, understood and adhered to by all users.

1. All users are to use only the rooms / outside space assigned due to the setup, preparation and clean up for other events at the facility. The conduct of all persons attending programs is expected to be respectful of the environment. When children are in attendance they must be under the control of their parents or adults at all times and are not permitted to roam freely on church property.
2. Smoking (cigarettes, cigars and marijuana) inside the building is not permitted and outside the building cigarettes and cigars are discouraged. Illegal substances of any kind are not permitted along with any marijuana products.
3. Alcohol (beer, wine and liquor) is allowed on a limited basis with prior approval from the designated event contact from a Fearless Church for non-ministry events. The person or group renting the facility will discourage excessive drinking and drunkenness, a signed Limited Liability Waiver is required (addendum A). As determined by a designated Fearless staff person, alcohol can only be distributed by a licensed caterer/bartender carrying the appropriate liability insurance. The bartender is responsible to not overserve guests and could be liable for illegal actions taken by the overserved guest. The person renting the facility space is fully responsible for the conduct of attendees. Note, if having alcohol at a specific event will adversely affect ministry programming or people, the Fearless Church retains the right to not permit alcohol at a particular event.

Alcohol (beer and wine only) is allowed on a limited basis with prior approval from the designated event contact from a Fearless Church for ministry events. The person or group renting the facility will discourage excessive drinking and drunkenness, a signed Limited Liability Waiver is required (addendum A). As determined by a designated Fearless staff person, alcohol can only be distributed by a licensed caterer/bartender OR designated "server" carrying the appropriate liability insurance. The person renting the facility space is fully responsible for the conduct of attendees. Note, if having alcohol at a specific event will adversely affect ministry programming or people, the Fearless Church retains the right to not permit alcohol at a particular event.
4. The user will be held financially responsible for any damage done to church property associated with the scheduled event.
5. An assigned custodian will be on duty during the time of building usage as needed. This service is included in the room fee unless otherwise noted. This includes basic room set-up and clean up after the event. Additional services will be charged to the user on a cost recovery basis.
6. Moving furniture within the facility should be done through a Room Set-up Request form and the work completed by the Facility teams.
7. The user is expected to leave the space reasonably clean and remove all items associated with their program immediately following the event. If furniture or equipment is to be moved, it must be done exclusively by church personnel to prevent damage to the building and church furniture and equipment.
8. The furnishings and equipment (portable sound systems, etc.) owned by the Fearless Churches may be checked out or used away from the church with written request. Damages are the financial responsibility of the group using the furniture and equipment, and a security deposit may be required at the time of reservation. If damaged, arrangements should be made for replacement or repair by the user group.
9. Dining or the serving of food is limited to pre-approved designated areas.

10. Nails, screws, tacks, glue or cellophane tape may not be used on the walls, carpet, furniture, tile floor or woodwork. Please use the grip-it strips in the rooms for hanging posters, etc. Only gaffer's tape may be used to tape down wires and cables on the floors.
11. Fire Codes prohibit the use of candles unless contained in approved ordinance containers.
12. For the physical protection of the church staff and the facility, exterior doors will remain locked until the appointed setup time for an event. The main weekday entrances will be near the administrative area.
13. Failure to honor the above regulations may result in additional custodial and/or restitution fees.



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Addendum A

Alcohol Release of Liability, Waiver of Claims, Assumption of Risks, and Indemnity Agreement

___ I acknowledge the Fearless Churches, its Lead Elders, Board of Directors, Fearless Followers (attendees), operators, employees or agents are not responsible or liable for any damages to myself or third parties that result from the consumption of alcohol by myself or others, to include, but not limited to, property damage, personal injury, death, disfigurement, or loss of consortium.

___ That should I consume alcohol on the property owned by The Fearless Churches, I acknowledge that I am solely responsible for any and all damages suffered by myself or that I may cause to third parties as a result of said consumption to include, but not limited to, property damage, personal injury, death, disfigurement, or loss of consortium.

___ That should I okayed or allowed alcohol to family, friends, guests, or third parties on property owned by The Fearless Churches, I acknowledge that I am solely responsible for any and all damages suffered by myself or third parties as a result of providing alcohol to others to include, but not limited to, property damage, personal injury, death, disfigurement, or loss of consortium. That I acknowledge it is against the law to serve, provide, or make available alcohol to anyone under the age of twenty-one (21). I swear and affirm not to provide anyone under the age of twenty-one (21) with alcohol. I further acknowledge that should anyone under the age of twenty-one (21) consume alcohol on the property owned by The Fearless Churches, I am solely responsible for the safety and well-being of that individual. That I am solely responsible and liable for any damages that result from someone under the age of twenty-one (21) consuming alcohol to include, but not limited to, property damage, personal injury, death, or disfigurement to themselves, as well as property damage, personal injury, death, disfigurement, or loss of consortium to third parties.

___ That I have read this waiver of liability in its entirety and agree with its terms. That I have executed the waiver voluntarily and without any inducement. I hereby for myself, my heirs, executors, administrators, or anyone else who might make a claim on my behalf, covenant not to sue, waive, release, and discharge The Fearless Churches, its owners, operators, employees, agents, and servants from any and all liability, property damage, personal injury, death, disfigurement, or loss of consortium. This waiver extends to any and all claims of every kind or nature whatsoever, foreseen or unforeseen, known or unknown. I further agree to hold harmless, defend, and indemnify The Fearless Churches, its owners, operators, employees, agents, and servants for any and all causes of action, claims, or lawsuits that may result from the consumption of alcohol on their property.

Signed this _____ day of _____, 20__.

Signature of Renter(s) _____

Printed Name of Renter(s) _____