



Lihue Christian Church
 United Church of Christ
 2943 Kress Street † Lihue, Hawai'i 96766
 Telephone: (808) 245-2348 †
 Email: lihuechristianchurch@gmail.com
 Website: lihuechristianchurch.org
 Contact: Karen Nakamura, Administrative Secretary

FACILITY USE APPLICATION

Check all that apply: Hall Kitchen Conference Room
 Sanctuary Library

Date requested: _____ Time _____ am/pm _____
 Month Day Year From To

Group Name: _____ Event begins at _____ am/pm

Adult in charge _____

Day Phone _____ Evening Phone _____

Mailing Address _____
 Street or PO Box City Zip

Purpose of event _____

FEES:	Non-Members	Members
Hall	\$100/ per hour	\$50/ per hour
Kitchen	\$100/ per hour	\$50/ per hour
Conference Room	\$35/ per hour	\$15/ per hour
Sanctuary	\$200/ per hour	\$100/ per hour
Library	\$35/ per hour	\$15/ per hour

A SECURITY AND KEY DEPOSIT ARE REQUIRED. Deposits will be refunded provided all conditions of facility policy and procedures are honored. Fee and Deposits must be paid no later than one week prior to the event. Members are required to provide Key and Security Deposits.

- \$ 50 KEY DEPOSIT
- \$ 300 DEPOSIT for use of the sanctuary, kitchen and hall.
- \$ 35 DEPOSIT for use of Conference Room and Library
- \$ 35 DUMPSTER FEE (optional)

I have received and read a copy of the Facility Use Policies and Procedures. I accept the conditions of this application. I accept full responsibility and will not hold the church or its staff responsible for any personal injury, damage, hospitalization and /or medical costs, etc. that may be incurred. I agree to pay for all damage to church property that arises from our use.

 Signature of Applicant

 Date

 Board of Trustee Approval/Administrative Secretary

 Date