

ACTIVITY/RENTAL REQUEST  
First Parish Church, Somersworth

DATE OF REQUEST \_\_\_\_\_

GROUP \_\_\_\_\_

PERSON IN CHARGE \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

TYPE OF ACTIVITY: BANQUET \_\_\_\_\_ MUSICAL \_\_\_\_\_ MEETING \_\_\_\_\_

OTHER \_\_\_\_\_ (BRIEF DESCRIPTION) \_\_\_\_\_

EQUIPMENT NEEDED: TABLES \_\_\_\_\_ CHAIRS \_\_\_\_\_ DISHES \_\_\_\_\_

PIANO \_\_\_\_\_ REFRIGERATOR \_\_\_\_\_ STOVE \_\_\_\_\_ OTHER \_\_\_\_\_

ESTIMATED ATTENDANCE \_\_\_\_\_

DATE \_\_\_\_\_ TIME: START \_\_\_\_\_ FINISH \_\_\_\_\_

ADDITIONAL COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_ BY \_\_\_\_\_

DATE \_\_\_\_\_

The above named (person in charge) shall be fully responsible for any and all damages that may take place during the activity.

## FEE SCHEDULE

### WEDDINGS

|       |                       |                             |
|-------|-----------------------|-----------------------------|
| \$200 | Use of Sanctuary only | [waived for Church members] |
| \$ 50 | Custodian             | [mandatory]                 |

### FUNERALS

|       |                       |                             |
|-------|-----------------------|-----------------------------|
| \$100 | Use of Sanctuary only | [waived for Church members] |
| \$ 50 | Custodian             | [mandatory]                 |

### CHURCH HALL [does not include kitchen]

|       |                  |                             |
|-------|------------------|-----------------------------|
| \$ 50 | Use of hall only | [waived for Church members] |
| \$ 50 | Custodian        | [mandatory]                 |

### CHURCH KITCHEN [does not include hall]

|       |                     |                             |
|-------|---------------------|-----------------------------|
| \$ 50 | Use of kitchen only | [waived for Church members] |
| \$ 50 | Custodian           | [mandatory]                 |

### CHURCH HALL & KITCHEN

|       |             |                             |
|-------|-------------|-----------------------------|
| \$100 | Use of both | [waived for Church members] |
| \$ 50 | Custodian   | [mandatory]                 |

**NOTE: If a non-member, in conjunction with a wedding of or funeral, used the hall and/or kitchen, then the custodial fees for both would apply.**

|                         |           |                       |
|-------------------------|-----------|-----------------------|
| <u>Wedding Example:</u> | \$200     | Use of Sanctuary only |
|                         | 50        | Custodian             |
|                         | 100       | Use of hall & kitchen |
|                         | <u>50</u> | Custodian             |
|                         | \$400     | TOTAL                 |