



Calvary Lutheran Church, ELCA

119 North King Street
Morganton, NC 28655
828-437-0780 Telephone
828-437-1276 Fax

TO: Calvary Lutheran Church Member
FROM: Calvary Lutheran Church Congregation Council
SUBJECT: Facilities Use Policy

As a member of Calvary Lutheran Church, you support the church in many ways – your spiritual and physical presence, your time, your talents, your concern for the world and God’s creatures both near and far, and your financial gifts. Attached is a policy developed for the respectful use of the facilities we have developed over the years for the worship of God and for Christian fellowship. As part of our mission to the Morganton community, we want to share the use of these facilities, when not in use for Calvary activities, with groups of like convictions and spirit who seek a place for their gatherings. The policy is a way of communicating what is expected of folks who use the facilities of Calvary Lutheran Church.

Because this policy was developed to explain what is required of people who use the building who may not be associated with Calvary Lutheran Church, there are several items in it that do not apply to you as a member of this church. First, church members are not required to pay a security deposit for events that the church member plans for his/her family, friends or associates such as a family reunion, a wedding, birthday party, etc. You will be signing that you are responsible for seeing that the facilities are cared for as described in the forms that follow and no deposit is necessary. If you are reserving the facilities for a group with whom you are associated, please note that the Facilities Use Request Form is to be completed by an authorized representative of the group with your name, address, and telephone number provided later on the form and that a security deposit is required.

Second, since you support this church through your gifts, you will not be charged any fees other than those for participation of individuals such as the pastor, the organist, custodian, etc. You may discuss these fees with the individuals whose assistance you require.

Lastly, items in the kitchen pantries are available for your use should you need them. It is asked that you clean and replace reusable items (dishes, utensils, table cloths, etc.) and that you replace any non-reusable items (paper products, Ziploc bags, etc.) with like quality.

We are thankful to God that we have such a facility to share. Please enjoy your event.