

Trinity Presbyterian Church
400 E. University Blvd
(520) 623-2579
office@trinitytucson.org

Facility Use Application

Date: _____

Room(s) Requested for Use: _____

Purpose of Event: _____

Date of Event: _____ Start Time: _____ End Time: _____

Day(s) of the Week: _____

Church Member: Yes No Non-Profit: Yes No

How did you hear about us?

Special requirements or requests:

I have received a copy of the "Guidelines for Use of Facilities" and "Rules for Use of Facilities" and agree to abide therewith. Initial here _____

I understand that payment to Trinity Presbyterian Church is reimbursement for a portion of the church's out of pocket and overhead expenses. The expenses to the church attributable to the use of the premises for this event are \$_____. This sum will be paid to the Church thirty days prior to the start of the event.

By my signature below, I certify that I (or the organization I represent) have liability insurance coverage for this event and shall provide evidence thereof thirty days prior to the start of the event. I (we) agree to indemnify and hold harmless the Church with respect to all; claims or liabilities by reason of bodily operations on church premises.

I understand that any and all contact with members of the Press in connection with the requested event being held at the Church must have prior written approval from Trinity Presbyterian Church's representative; further, once approved by Trinity Church's representative, a copy of the "Notice to the News Media" must be provided to all Press members in attendance. (Copies of this notice are available in the Church Office).

Name of Requesting Organization

Signature of Representative

Street Address

City, State

Telephone

Approval:

Area Assigned

Trinity Presbyterian Church Authorized Officer

Date