

Friends,
This facility was built in 2002 for the purpose of honoring Christ and blessing families throughout the community. Our goal is to provide a place where Christian families, churches, and youth groups can gather for fellowship, worship, athletics, and celebrations. To request a building rental, please fill out the information inside, sign the terms and Statement of Faith on the back, and submit this to the CCS office.

Thank you for your inquiry,
Jeremy Barb, Head of School / Pastor

## Organization/Person Requesting the field Rental:

August-May Availability: Sundays: 3:30pm-1opm; Mon-Friday: 530pm-1opm, Saturdays: 6am-ropm
June-July Availability: Sundays: 3pm-1opm; Mon-Friday: 6am-ropm, Saturdays: $6 \mathrm{am}-6 \mathrm{pm}$
Note: Area must be cleaned and ready to leave by designated time.

## Date(s) and time(s) of field Rental:

Note: Rehearsals, set-ups, clean up, etc. are included in the time
$\mathbf{I}^{\mathrm{t}}$ Choice: Start: $\qquad$ 1
(Date)
$\qquad$ / $\qquad$ (Time)

End: $\qquad$
$\qquad$ (Date)
(Time)
$2^{\text {nd }}$ Choice: Start:
(Date)
(Time)
End: $\qquad$ 1
(Date)
(Time)
Rental Purpose (wedding, graduation reception, etc.): $\qquad$
Contact Person: $\qquad$ Birthdate (must be 2r): $\qquad$
Phone: $\qquad$ Email: $\qquad$
Full Mailing Address: $\qquad$
Pastoral Reference: $\qquad$ Phone: $\qquad$

## Terms and Conditions of Use

All Renters:

- Read the school's Statement of Faith and sign agreement paper.
- Rental date/time is not secure until this form is submitted to the CCS office or CCH office.
- Stay in your designated area. Playground areas are NOT included in the rental.
- Do not let individuals wander and/or disrupt things on other parts of the property.
- Other fields and building areas MAY BE in use by other groups having rented those designated areas.
- Replace things the way you found them (ex: soccer goals, etc.).
- Clean up the used area after your activity. See clean-up instructions for more details.
- Pay all fees prior to usage.
- All cancellations must occur 72 hours in advance of the rental date. If not cancelled in the designated time frame, the security deposit ( $20 \%$ of total cost) is forfeit.
- No alcohol, drugs, and/or smoking on or around the CCS property at any time.
- Follow the check-out agreement sheet and leave at the school office in the envelope provided.


## Please Note: Christian School activities take priority. If needed, you may be asked to change your meeting date or move to a different part of the building.

## Statement of Faith

## We believe in:

i) The divine inspiration, truthfulness, and authority of the Bible in its entirety as the only written Word of God, without error in all that it affirms, and that it is the only infallible rule of faith and practice.
2) The one, eternal God: Father, Son, and Holy Spirit, who spoke the world into being and governs it according to the purpose of His will.
3) Jesus Christ, the only savior who gave Himself as the only ransom for sin, the only mediator between God and man, the only Name whereby we must be saved.
4) The power of the Holy Spirit that works within man to accomplish the new birth based on grace alone, producing the fruit of the Spirit and imparting the gifts of the Spirit to empower us for service.
5) The personal and visible return of Jesus Christ in power and glory to consummate His salvation and His judgment.
6) The new life in us as evidenced by living in obedience to the known will of God revealed in the Bible.
7) The present work of the Holy Spirit in us, enabling us to live a full and satisfying life as a Christian.

# Acceptance of Terms and Conditions of Use and Statement of Faith 

I understand all terms and conditions listed and I agree with the Statement of Faith and will agree to use this facility in a way that would honor the Lord Jesus Christ.

Signature: $\qquad$ Date: $\qquad$

Printed Name: $\qquad$

## Clean Up Instructions:

r. _ Put all trash in a large bag and take it to dumpster. a. The dumpster is located in the north western part of the parking lot.
b. Trash may NOT be put in dumpster if it is not in a trash bag first.
2. _ The rented area is left the way you found it.
3. _ Check out with the staff member onsite, if available.

## OFFICE USE ONLY

## Date Received:

$\qquad$
A Security Deposit of $20 \%$ of total cost applies to all facility use arrangements. This is a refundable amount that should be cash or a separate check made out to CCS that will be held and returned to you if the facility is deemed left "as found" and in good condition upon a final lock-up inspection after the event is over. If a key is used, a deposit (in addition to the Security Deposit) is required and will be returned when the key is returned to the office. The use of a key is given at the discretion of the school. The equipment rental fees and hourly rate is charged to the renter according to the following schedule:

Fee Applies (to be completed by Office)

## Security Deposit (Required)

CCS Staff on Site (Required if bathrooms are rented)

## $\$ 20 \%$ of the total cost =

$\qquad$
\$20.00/hour x___ hours = ___ $\$ 20.00$ (COVID Supplies for indoor bathroom cleaning) = $\qquad$
Key Deposit (Required—if needed)
\$50/event = $\qquad$
One soccer field (indoor bathrooms are off limits).... \$1o.oo/hour (indoor bathrooms) x $\qquad$
\$20.00/hour x hours = $\qquad$ hours $=$ $\qquad$

Two soccer fields (indoor bathrooms are off limits) $\qquad$ $\$ 30.00 /$ hour $x$ $\qquad$ hours = $\qquad$ \$10.00/hour (indoor bathrooms) x $\qquad$ hours $=$ $\qquad$
One soccer field Daily Rate (8 hours)

## After 8 hours- $\$ 40.00$ an hour

Two soccer field Daily Rate (8 hours)

## After 8 hours- $\$ 40.00$ an hour

## Bathroom Daily Rate (8 hours)

\$80.00/day $\qquad$
After 8 hours- $\$ 25.00$ an hour

$$
\text { Total }=
$$

$\qquad$

## Approval and Process

Building Administration Approval:
Office Approval
$\square$ School Calendars: (Google _ Running List: __) $\quad$ Statement of Faith $\square$ Equipment request
$\square$ Supervision by: $\qquad$

## Cancellation:

$\square$ Timely
$\square$ Late - Cancellation Fee: $\qquad$
Final Arrangements:
$\square$ Contract signed $\quad \square$ Keys, if approved $\quad$ Confirmation packet
$\square$ Payment Schedule Total Owed: $\qquad$ Deposit Received (Required 20\%): Date paid $\qquad$ Payment (Check, cash): $\qquad$ I $^{\text {st }}$ Payment: Date paid: ____Payment (Check, cash): $\qquad$ Amount: $\qquad$ $2^{\text {nd }}$ Payment: Date paid:___ Payment (Check, cash): $\qquad$ Amount: $\qquad$ $3^{\text {rd }}$ Payment: Date paid:___ Payment (Check, cash): $\qquad$ Amount:

Balance: $\qquad$
Lock up Inspection:
$\qquad$ $\square$ Deposit Returned/Denied: $\qquad$

## OFFICE USE ONLY

Event Communication Notes

