

**Rules for Use of Asbury Chapel
Rockwood, TN
May 2010**

Sanctuary

Any use of the Church Sanctuary, i.e. wedding, baptism, graduation, must be coordinated/approved by the current Pastor or proxy.

Usage fee for non-church affiliated persons for the Sanctuary is \$150 per event (maximum of 2 days) plus a \$50 cleaning/key deposit, which will be refunded upon return of the key and Sanctuary to pre-event condition.

Miller Family Life Center (FLC)

Rules for the use of the FLC are as follows:

- The FLC will be rented to Church members for the rental fee of \$25 per event (maximum of 2 days). The fee must be paid at the time of booking to the Scheduler.
- A Church member may rent the FLC for friends and relatives. The member must attend the event and take responsibility for the care of the facility. The purpose for the FLC use must be approved, in advance, by the Scheduler.
- The FLC will be rented to non-Church affiliated members for the rental fee of \$150 per event (maximum of 2 days) plus a \$50 cleaning/key deposit, which will be refunded upon return of the key and FLC to pre-event condition. The fee must be paid at the time of booking to the Scheduler.
- The FLC will not be rented to anyone when there is a Church event scheduled.
- The FLC may not be rented by an individual for the purpose of profit.
- An adult must be present at any FLC event, including church-related, and must report any damage to a Trustee within 24 hours.
- Any request for borrowing equipment, tables, chairs, etc. will be decided on an individual basis by the Scheduler.