

First Baptist Church, Camdenton MO

Facility Request Form

186 South Business Rt #5, Camdenton, MO 65020 (573) 346-3355

Today's Date: _____ Ministry Area Submitting Request: _____

Address: _____
(Street) (City) (State) (Zip Code)

Person Responsible: _____ Phone Number(s): _____

Name of Event: _____

Date(s) Requested for Event: _____

Event Times: _____ (am / pm) to _____ (am / pm)

Reserve Times: (set-up time, etc.) _____ (am / pm) to _____ (am / pm)

Room/Area Requested:

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Gym | <input type="checkbox"/> New Kitchen | <input type="checkbox"/> Room _____ |
| <input type="checkbox"/> Old Kitchen | <input type="checkbox"/> Sanctuary | <input type="checkbox"/> Fellowship Hall |
| <input type="checkbox"/> Room _____ | <input type="checkbox"/> Room _____ | <input type="checkbox"/> Room _____ |

Equipment Needed: (Please indicate number requested where applicable)

- | | |
|---|---|
| <input type="checkbox"/> Tables _____ | <input type="checkbox"/> Portable Bball Goals _____ |
| <input type="checkbox"/> Chairs _____ | <input type="checkbox"/> Basketballs _____ |
| <input type="checkbox"/> Gym Dividers _____ | <input type="checkbox"/> Volleyballs/Net _____ |

Please diagram on back if room will be set up by custodian.

Estimated Maximum Attendance: _____

By signing below, the applicant agrees to be responsible for the event listed above.

(Signature of Event Manager) (Date)

OFFICE USE ONLY:

_____ Approved _____ Disapproved

List any Problems Reported: _____