

# The Mission

1156 Norfolk County Road 28  
RR # 5, Langton, ON N0E 1G0  
(519) 875-2414

Updated 04 August 2020

Date Requested: \_\_\_\_\_ Time From: \_\_\_\_\_ To \_\_\_\_\_

Name / Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Reason for Use: \_\_\_\_\_

### Suggested Honorarium for Use of Church Facilities and Services

*Note: the mandatory fee is in addition to the honorarium you choose for the total cost per facility/service*

	Suggested Fee	Mandatory Fee	Services Required	Totals	Total Collected
Pastor	\$200			\$	\$
Sanctuary	\$150	\$150			
Sanctuary for <i>wedding</i>	\$150	\$150		\$	\$
Pavilion	\$150	\$150		\$	\$
Gymnasium, Kitchen, Tables & Chairs	\$150	\$150		\$	\$
Table Cloths	\$25			\$	\$
Gymnasium for <i>recreation</i>	\$50			\$	\$
Musician for <i>Rehearsal &amp; Wedding</i> (if provided by The Mission) <b>Name:</b>		\$100 ( <i>both</i> ) Or \$50 ( <i>one</i> )		\$	\$
Sound System Operator for <i>Rehearsal &amp; Wedding</i> (if provided by The Mission) <b>Name:</b>		\$75		\$	\$
Seasonal Rate (Gym) Facilities by Request	\$200 min. charge			\$	\$
Use of chairs outside of facility	Qty @ \$0.50/per			\$	\$
Use of tables outside of facility	Qty @ \$2.00/per			\$	\$
Funerals (for providing luncheon)	\$5/person	\$75		\$	\$

**Totals** \$ \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_ Applicant Copy  
\_\_\_\_ Office Copy  
\_\_\_\_ Treasurer Copy

Note: Mandatory fee for Sanctuary, Pavilion & Gymnasium is for janitorial cleaning services and must be paid by the User if the room is used.

Applicant Signature: \_\_\_\_\_

The Mission Representative Signature: \_\_\_\_\_

**Please sign below if you agree to the following terms:**

1. I will take reasonable care to protect the premises from damage, fire, and unreasonable wear and tear, and
2. I assume ALL responsibility (financial and otherwise) for damages that occur to the building while in use by my group, as a result of our usage
3. I will ensure chairs and furniture are arranged into the order they were found in
4. I will ensure rooms and are left as we found them
5. I will dispose of all garbage into large trash bin in the kitchen
6. I will turn off lights when not in use
7. I understand that:
  - a) Alcohol and illegal substance use on Church property is strictly prohibited
  - b) Piano and drums in sanctuary can be used with permission only
  - c) No confetti or equivalent will be used in the building

**Signature Of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Deposit Amount:** \_\_\_\_\_

**Amount Owing:** \_\_\_\_\_

**Please sign, date and return to The Mission at least 3 weeks before your event.  
Failure to do so may jeopardize the date you have requested.**

**\*Funds to be collected by the Church Relations Director and given to the Treasurer**

**The applicant has paid the full amount owing:** \_\_\_\_\_  
(Church Relations Director)

**The funds have been given to the Treasurer**