

BETHANY BAPTIST CHURCH

22680 Westminster Hwy

Richmond, BC

V6V 1B7

Tel: (604) 519-0123

Fax: (604) 519-0111

APPLICATION FOR FACILITY USE

Name: _____

Organization: _____

Address: _____

Organization Address: _____

Postal Code: _____

Postal Code: _____

Telephone: _____

Organization Telephone: _____

Fax: _____

Date of Function: _____

Time: (from/to) _____

Setup Date & Time (rehearsal): (from/to) _____

Describe the event (purpose, # of people, etc.): _____

Facility/ies requested:

_____ Sanctuary

_____ Gymnasium

_____ Lounge

_____ Kitchen Services

_____ Chapel

_____ Meeting Rooms (Classrooms)

Additional requirements:

_____ Sound

_____ Sporting equipment

_____ Instruments

_____ Full Catering - in house

_____ Equipment, e.g. # of tables & chairs, etc. (please describe) _____

Today's date: _____

Applicants' signature: _____

Office Use Only

Building Administrator

Heather

Custodian

Kitchen Coordinator

Non / Mem

Sound Technician

Pastor

Musicians

Floral Committee

Wedding Consultant

Linens

Damage Chq returned