



**ZION CANAAN BAPTIST CHURCH**

7820 Farrow Road Columbia, South Carolina 29203

Phone: (803) 935-0132 Fax: (803) 935-0445

Website: [www.zioncanaanbaptist.org](http://www.zioncanaanbaptist.org)

**FACILITY USE AGREEMENT**

Name of Renter (organization or individual's name(s)) \_\_\_\_\_

Contact person (if an organization) \_\_\_\_\_ Business phone \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Responsible person(s) \_\_\_\_\_

Type of Event: \_\_\_\_\_

Requested date and time of use: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Attendance expected \_\_\_\_\_ Purpose \_\_\_\_\_

Please put a check by requested services or facilities (applicable fees are in parenthesis):

\_\_\_\_\_ Sanctuary (\$1000.00 for Non-members; \$300.00 for Members)

\_\_\_\_\_ Fellowship Hall (\$600.00 for Nonmembers; \$150.00 for Members)

\_\_\_ Sanctuary and Fellowship Hall (\$1,500.00 for Non-members; \$350.00 for Members)

\_\_\_\_\_ Classrooms (\$50 per classroom for up to 6 hours, if not renting any other space)

\_\_\_\_\_ Nursery

**Equipment Requested:**

Sanctuary sound system  Handheld microphones (how many \_\_\_\_\_)

Lapel microphones (how many \_\_\_\_\_)  Pulpit microphone

Projection Tech: (circle items needed) power point, video, DVD, computer, screen

Instruments: (circle items needed) piano organ other \_\_\_\_\_

chairs  tables  other \_\_\_\_\_

**Personnel Requested:**

Sound Technician Flat Fee : \$100

Pastoral Services (See Pastor)

**A \$300 deposit is required to cover potential damages to church property. It will be refunded if no damage occurs.**

Total fees to be paid \_\_\_\_\_ (\$300.00 deposit, plus 50% of total costs)