GARDNER SEVENTH-DAY ADVENTIST CHURCH 100 COLONY ROAD WESTMINSTER, MA 01473 (987) 874-6436

BUILDING USE POLICY: 1:2 RESERVATION REQUEST FORM

Name					
Last Name			First Name		Middle Name
Address City			State		Zip Code
				Detector	
Contact Number	Days	Eve	nings	Date of Event	
Event					
Rooms needed (check):			Items to be used	(check):	P. A. System
		Fellowship Hall			Kitchen
			Tables		Other
Type of reception, if any					Max. No. of people
WEDDING INFORMAT	ION				
Wedding date		Time		Rehearsal date	Time
Name of Bride					
			First Name		Middle Name
Home Address	0		C		7:- 0- 4-
			State		Zip Code
Tel. No		Evenings		Church Member	rship
Church Address	City		State		Zip Code
Name of Groom					
	Last Name	a a a cara a cara a cara a cara a cara da cara	First Name		Middle Name
Home Address				6	
10///0 / 100/ 055	City		State		Zip Code
Tel. No.				Church Member	rship
Tel. No		Evenings			r
Church Address					
	City		State		Zip Code
Address					
	City		State		Zip Code
Officiating Minister				Tel. No	
Organist		Tel. No		Other Musicians	
Address to send security of	leposit _				
		City		State	Zip Code

I have read the attached usage regulations and agree to abide by them.

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BUILDING USE POLICY: 1:3 RENTAL RATES

NON-MEMBERS

Sanctuary	\$350.00
Security Deposit	\$100.00
Fellowship Hall (Includes kitchen)	\$150.00
Security Deposit	\$100.00

The security deposit of \$100.00 is in addition to the regular fees. It will be fully refunded if the property is left clean, in order, undamaged and everything accounted for.

INFORMATION FOR WEDDINGS

There are 10 pews down the aisle.

The aisle is 45 feet long. There are 2 windows on the left and 5 on the right.

There are 17 tables and 85 chairs.

Classrooms downstairs may be used for dressing. Please notify the deacon ahead of time of the rooms you would like to use. A full-length mirror is in the ladies room upstairs.

Please have a responsible person see that all lights and candles are out, windows closed and doors locked when leaving the sanctuary for the reception.

Arrangements for access to the building and the organ must be made with the deacon.

Thank you for taking care of our Gardner Church.