



## Unitarian Universalist Fellowship of DeKalb Building Use Application

Date of Application \_\_\_\_\_

1. Organization or Individual Sponsor:
2. Profit status: (circle 1)    for profit    not for profit    individual
3. Purpose of event:
4. Is this a UUFD sponsored event?    YES    NO
5. Please see the Church Office Manager or staff to publicize this event.
6. Room(s) requested:
7. Approximate number of people:
8. Is this event private, or open to the public?    Private    Public
9. Will you charge an admission fee? If so, how much?
10. Name of UUFD sponsor:
11. Special requests/circumstances:
12. Fee schedule:
13. Date(s) & Time of Building Use:
14. Do you make an annual pledge to UUFD:    YES    NO

I have received copies of the UUFD Building Use Policies and Procedures. I will follow all of the UUFD Building Policies and Procedures, and I will pay for any additional costs incurred related to my building use.

X \_\_\_\_\_ (Guest or Member)    Date \_\_\_\_\_

How do we contact you? \_\_\_\_\_

X \_\_\_\_\_ (UUFD Sponsor)

For UUFD Use: Cost \_\_\_\_\_

X \_\_\_\_\_ (Board Trustee or Designee)

X \_\_\_\_\_ (Minister Approval for Religious Services or Ceremonies)