

Building Use Policy

Use of this building is primarily to support this Church and its mission. Beyond regular activities such as services, religious education and other committee sponsored activities, individuals and groups may use our facilities in accordance with **Procedures for the One-time Use of First Unitarian Church**. For private use or events that are not sponsored by our church, a *signed Building Use Agreement* is required and fees may apply as determined by the Board of Trustees (“BOT”) or its representative. Usage fees to be updated at BOT discretion.

Facility use outside church activities is understood to be a service to the membership, friends, and an excellent way to connect with the community at large, and is therefore encouraged, but is limited to events that do not conflict with our mission.

All non- church building use requests must be submitted to the BOT or its representative for approval.

When alcohol is approved to be served at an event not sponsored by the church, the church must acquire liquor liability insurance for that event or require proof of liquor liability insurance from the organization using the building.

Officiants of any rites of passage or other events are required to receive approval by the minister. The minister must notify the BOT of any applications disapproved.