

Foxworthy Baptist Church Ministries Only
CALENDAR REQUESTS

Only calendared events are considered official activities sponsored by Foxworthy Baptist Church.

FBC Church Members requesting to use the facilities for personal, private or "outside groups" must complete, and are subject to, the FBC Calendar Request & Facilities Rental Agreement form,

Requested by - Person & Organization: _____ Today's Date ____/____/____
_____ / _____

Phone(s): (_____) _____ - _____ (_____) _____ - _____

Which of our church goals does this event meet?

Worship Fellowship Discipleship Evangelism Ministry

EVENT – ACTIVITY REQUEST: _____ **DATE(s):** ____/____/____

Event Name: _____ Cost per person: \$_____

Description of Event: _____

Purpose of Event _____ Fundraiser

FBC Rooms Needed: _____

Begin Time: _____ AM PM End Time: _____ AM PM

Set-up Day/Time: _____

Set-up details: _____

_____ Building Key needed? _____

VAN NEEDED: Yes No

**Note: The church van must be driven by one of FBC's approved drivers.
Mission/ministry trips take precedence over fellowship activities.**

Driver(s): _____

Note: All drivers must be 25 years of age or older.

Parent Permission: Yes No

Chaperones: _____

All calendar requests are reviewed weekly by the Church Staff and/or Church Council. We do not schedule meetings/events/activities over worship times. You are responsible for securing childcare, meals, set-up & clean up and any other arrangements you deem necessary for your event or activity. Children must be supervised at all times. The church office staff will give advice, but will not be responsible for making those arrangements for you.

Contact: office@foxworthy.org

OFFICE USE: Approved, Date: ____/____/____

Not approved

Approved by: _____

Approval sent to requester