

**Reveille United Methodist Church
Application for Offsite Use of Church Property**

Name of Applicant _____

Address of Applicant _____

_____ Phone Number _____

Name of Reveille UMC Ministry/Group _____
(If items are being borrowed for personal use, please indicate "Personal Use" above)

Name of Event _____

Location of Event _____

Items to be Used Offsite

Description	Quantity
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I agree: (1) to accept total responsibility for the above items until their return and check-in by a church staff member; (2) to take proper precautions to prevent damage and/or loss of items; (3) prior to their return, to clean and/or restore items to same condition as on date borrowed; (4) to return items on or before due date.

Signature of Applicant _____ Date _____

STAFF USE ONLY

Date Borrowed _____ Date Due _____ Staff Initials _____

Date Returned _____ Condition _____

Fee for Damages _____ Staff Initials _____