

Building Use Agreement

First Mennonite Church

7300 Holdrege Street
Lincoln NE 68505
402-467-1526
pastor@fmclincoln.org

User

Organization: _____

Name: _____

Address: _____

Telephone: _____ Email: _____

Event Details

Date(s): _____

Hours: _____

Type of Event: _____

Expected Attendance: _____

Rooms: _____

Fees

	Amount	Date Received
Use Fee	\$ _____	_____
Service Fee	\$ _____	_____
Total Fees	\$ _____	_____
Reservation Deposit	- \$ _____	_____
Balance Due	\$ _____	_____

Deposit

	Amount/ Date Received	Amount/ Date Returned
Cleaning & Damage Deposit	\$ _____	\$ _____
Key Deposit	\$ _____	\$ _____

Agreement

I agree to abide by the *First Mennonite Church Building Terms of Use*.

User: _____

Church Representative: _____

Date: _____