

Langley United Methodist Church
360-221-4233 lumc@whidbey.com langleyumc.org
PO Box 374, 301 Anthes Avenue, Langley, WA 98260

The congregation of the Langley United Methodist Church is pleased you will be utilizing the facilities of our church for your special event or activity. We hope they will be satisfactory, in every way, to meet your needs.

We ask your cooperation in trying to maintain our facilities. We ask that you would make every effort to leave the facilities as you found them. Fellowship occupancy is 200 people.

Check List for leaving the facility

Heat off in the Fireside Room____

All lights off: Event Room____Restrooms____Hallways____Outside____

Lock doors____

Take garbage with you (if applicable)____

Vacuum (if needed)____

Return key____

As a community outreach of our church we prefer not to charge facility use fees. As a no-profit organization with limited financial resources, we continue to be impacted by higher heating, electrical, and water costs associated with church usage. In that spirit we would be most appreciative of any voluntary donation you would care to make to our facilities maintenance and operations budget. Checks should be made out to Langley United Methodist Church.

We at Langley United Methodist Church sincerely hope that by providing outreach through our facilities, you can be introduced to our church family. We would like to extend an invitation to each of you to attend our church service, which starts at 9:30am each Sunday. You will find us to be a warm, friendly, nurturing community minded church with wonderful music and where Jesus is Lord.

LUMC Board of Trustees

LANGLEY UNITED METHODIST CHURCH FACILITY USE REQUEST FORM

FOLLOWING JESUS BY DOING JUSTICE, LOVING KINDNESS, AND WALKING HUMBLY WITH GOD

NAME OF EVENT _____

CONTACT PERSON _____

PHONE _____ E-MAIL _____

DATE OF EVENT _____ TIME OF EVENT _____ ENTIRE TIME NEEDED _____

ROOMS REQUESTED: FELLOWSHIP HALL _____ FIRESIDE ROOM _____

OTHER ROOMS _____ KITCHEN (KITCHEN USE FORM REQUIRED) _____

NUMBER OF PEOPLE EXPECTED _____

OTHER PERTINENT INFORMATION _____

I AGREE TO LEAVE THE FACILITY THE WAY I FOUND IT.
I UNDERSTAND THAT THE CHURCH HAS A NO ALCOHOL POLICY.

THE OCCUPENCY OF THE FELLOWSHIP HALL IS 200 PEOPLE. YOU MAY ONLY SET UP FOR 180 PEOPLE.

DO YOU HAVE LIABILITY INSURANCE? YES _____ NO _____

SIGNED _____ PHONE _____

WE APPRECIATE DONATIONS TO HELP WITH THE CLEANING & UTILITY COSTS.

FOR OFFICE USE ONLY

APPROVED BY _____
MINISTRY _____ COMMUNITY _____ FOR PROFIT _____