

ChristChurch Presbyterian
5001 Bellaire Boulevard
Bellaire, Texas 77401
713-667-6574

Fellowship Hall and Fellowship Hall Kitchen Use Request Form

Please see attached "Scheduling and Using of Fellowship Hall and Kitchen" document for fees and deposit requirements.

1. Name of Organization: _____
2. Purpose of Organization: _____
3. We will be using:
 - a. Fellowship Hall: _____
 - b. Fellowship Hall Kitchen: _____
4. Requested day and date: _____
5. Time facility is needed: _____
6. Name of person in your group that is responsible for the key deposit, as well as picking up and returning the keys:
 - a. Name: _____
 - b. Address: _____
 - c. Phone numbers: home: _____ cell: _____
 - d. Deposit Paid: _____ Deposit Returned: _____
7. Name of person in your group that is responsible for payment:
 - a. Name: _____
 - b. Address: _____
 - c. Phone numbers: home: _____ cell: _____
 - d. Usage Fee Paid: _____
 - e. Refundable Deposit Paid:
 - i. Fellowship Hall: _____
 - ii. Fellowship Hall Kitchen: _____
8. Are either of the persons listed above a member of ChristChurch Presbyterian Church?
 - a. Yes
 - b. No
9. How many persons will be attending?
10. Will food be served in the Fellowship Hall?