

## Rules for Building Use

The date and time for use of rooms or facilities at Linwood United Church (LUC) should be set as early as possible. The pastor and/or Building and Finance Committee must approve requests for use of the building.

Requests are generally approved on a first come, first served basis as determined by the returning of building request forms and payment of all applicable fees.

The LUC Session, Building & Finance Committee, congregation, pastor, etc. strongly suggest the following recommendations be adhered to when having and participating in a function held at LUC, its sanctuary, Wesley Hall or any of its other rooms or area(s):

- The behavior of the participants and guests for any activity held at LUC shall be governed by good taste and decorum appropriate the LUC building and grounds.
- To preserve the sanctity of the Church building and grounds, LUC does not permit alcoholic beverages to be served or consumed in connection with any activity taking place at the church or on its grounds. Profanity and abusive language in the LUC building and or on its grounds is inappropriate and unacceptable.
- Since Linwood United is a church, decorations shall be kept in good taste befitting a house of worship. No tape or nails may be used to adhere decorations to walls, pews or posts.
- Furnishings in Wesley Hall, the Sanctuary and other areas of the church are arranged for a purpose. In order to move items, such as plant stands, baptismal font, pulpit, etc. permission must be received in advance from the Linwood United Church Session. Furnishings must be returned to the LUC set up when the event is over.
- The individual(s) in charge of arranging the event have the responsibility to make these expectation(s) known to the people who will be participating in the event.
- A fee is required for custodial services appropriate to the time and size of the event (listed on the Building Use form), or the event-holder may make their own arrangements for set-up and clean-up and other services in consultation with the church office.
- Linwood United Church reserves the right not to allow use of its facilities to anyone.