

# Policy: Use of Church Facilities and Equipment

**Christ Episcopal Church  
Marlboro, New York  
January 2006**

Church facilities and **nonmechanical, electric, or electronic** equipment are available at no charge for use by active members, at the discretion of the Vicar. Use of facilities and equipment by nonmembers is subject to the following terms and conditions.

## **Party tent rental**

The party tent is available for rent to individuals or organizations at a fee of \$100 per event (\$50 for nonprofit organizations) at the discretion of the Vicar. The party renting the tent is responsible for collecting the tent and returning it to the storage area in its original condition. Payment must be made to Christ Episcopal Church at least one week prior to picking up the tent.

## **Parish hall rental**

The Parish Hall may be used by individuals or organizations, at the discretion of the Vicar. The fee for using the Parish Hall is \$150, which includes a \$50 refund if premises is left in its original condition. The fees are due to the church office, along with a signed agreement and a certificate of liability insurance, two weeks prior to the event.

Make checks payable to *Christ Episcopal Church*.

For further information, please contact the Vicar:

The Rev. Jerry Brooks  
[jerrybrooks@episcopalmarlboro.org](mailto:jerrybrooks@episcopalmarlboro.org)  
845-231-3412

Tuesday, May 12, 2009

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