

New Hope United Methodist Church
114 West North Avenue
Pittsburgh, PA 15212
412-321-3380
newhope.pghparish@gmail.com

Church Building Use Request Form

Type of Use _____ Organization _____ Program _____

Name of person or Organization requesting use of Building:

Name of Contact Person Reserving Building: _____

Address: _____

Phone: _____ Alternate Phone: _____

Proposed Building Use: _____

Requested Area of Use: _____

Time of Use: _____

Date of Use: _____

I would like to use: kitchen audio visual support clean up

I have been given a copy of the New Hope United Methodist Church Building Use Policy. I have read and understand the policies for usage of the property requested.

Signature: _____ Date: _____

Witness: _____ Date: _____

Pastor(s): _____ Date: _____

Deposit due at time of application in order to hold reservation. Remainder of payment required 5 days prior to rental. Checks/Money orders are payable to "New Hope UMC" and mailed to: New Hope UMC, 114 W. North Ave, Pittsburgh, Pennsylvania 15212

Office Use Only:

Usage Fee Received: _____ Date: _____ Signature: _____

Form of Deposit: personal check ____ cash ____ organizational check ____ money order ____

psa revised 8/2013