



**APPLICATION FOR USE OF BUILDING 2017**

I wish to apply on behalf of

..... for the  
 use of the Hall/Church/Auditorium (please circle) in the Omokoroa Community  
 Church complex on ..... (days) between the hours of  
 ..... and ..... during 2017  
 (commencing .... / .... / 2017 concluding .... / .... / 2017) for the purpose of  
 .....

The conditions below have been agreed to

Signed: ..... Date: .....

Phone: .....

**CONDITIONS OF USE**

1. It is a condition that there should be no activities held within the building that would be contrary to the religious and social aims and objectives of the Omokoroa Community Church.
2. The premises must be left clean and tidy, with all furniture replaced as found.
3. All breakages or other damage must be reported immediately.
4. As a general rule, alcohol is not permitted on the premises; however, exceptions can be made *on a limited basis* upon application to the Parish Council. (Please contact the church office on 548 2515)
5. No smoking in or near the building.
6. Illegal drugs are not permitted on or around the premises.
7. No gambling on the premises.
8. All lights and heaters must be turned off and windows closed before vacating the premises.
9. At all times during which the building is open to the public, a Building Warden must be present. Any group using the church facilities must designate a person or persons to be the Warden for the time of the meeting. This Warden is responsible to check and sign off that all the

escape doors are accessible; and, in case of fire, to activate the alarm and call 111; and to ensure that all occupants are out of the building. Please record the name of the designated Warden here:

Name: .....

Contact number: .....

10. The Omokoroa Community Church reserves the right to use the premises if another need arises. *Please note that church activities must take precedence for the use of the facility.* Every care will be taken to work around the hirer's needs and as much notice as possible will be given if the hirer is required to vacate the premises.

(Office use only)

Approved: .....

Rental: .....

Date: .....