

Randolph Church

Use of Church for Special Services and Events

Request Form

To secure your request, please return this completed form to the Church Clerk at dedeaube@gmail.com if possible or by mail to Dede Aube, 32 Nekal Lane, Randolph, NH 03593 as far in advance of requested date as possible.

Group or Individual Requesting Use: _____

Address: _____

Phone: Land _____ Mobile: _____

Email: _____

Purpose of Event: _____

Date(s) Requested: _____

Time of Day: Begin _____ End _____

Estimated number of people: _____

AGREEMENT

The person/organization requesting the use of the church agrees to be responsible for any property damage that results from the use of the church.

Please report any damage to the Vice-Moderator immediately.

To help with upkeep, there is a fee for use of the church:

- \$100.00 for all special services and events
- \$25.00 for heating during October – April
- \$125.00 for snow plowing, if necessary

The amount due for the building usage, which will be confirmed by the Clerk, is payable to the Randolph Church, P.O. Box 204, Gorham, NH 03581 and should be sent when the event is confirmed.

****The fees for the officiant and organist should be paid directly to them.**

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- I have read the guidelines and understand the building restrictions and fees.

Signature: _____

Date: _____

For information contact:

Church Clerk: Dede Aube dedeaube@gmail.com

Church Moderator: Rev. John Weatherly jweathe951@aol.com

Vice-Moderator: Sarah Eusden Gallop seg@mit.edu