

The church may not be used for personal or corporate profit and groups may not sell products of any kind unless expressed permission is granted through the Church Office.

Insurance Requirements

All groups **MUST** have a current certificate of liability insurance in the limit of \$1 million on file with the church office unless exempted. The Certificate must name Crestwood Christian Church, 1882 Bellefonte Dr, Lexington, KY 40503 as an “Additional Insured” while you occupy our facility. The Certificate must be updated on an annual basis. Failure to do so will result in the termination of our agreement with your organization and subsequent loss of church usage privileges. Groups currently using the facility may be exempt from this requirement at the discretion of the Church Office.

Open Recreation

Open recreation refers to use of the gymnasium, exercise room, and walking track when the Mission Center is open and no activities are scheduled in these spaces. Please call the church office to make sure the Mission Center will be open when you intend to come.

Recreational Equipment

Mission Center recreational equipment may only be removed with expressed permission from the Mission Center attendant or the Church Office and must be returned to its proper place. Proper use of all Mission Center equipment is expected at all times.

Crestwood Christian Church Building Usage Policy



Crestwood Christian Church Purpose

Crestwood Christian Church is a place where all people are invited into the community of Christ's church and may experience God's love. We extend an invitation to the community to share in recreation, fellowship, learning, worship, and mission with the whole family of God. The church complex provides facilities for the ministries of Crestwood Christian Church and welcomes appropriate activities from the surrounding community.

—CHURCH USAGE FOR NON-CHURCH RELATED ACTIVITIES—

(For the purposes of this document the phrase “Church Office” is defined as the Senior Minister and/or the Church Administrator.)

Building Use

Activities hosted in Crestwood Christian Church must not contradict the statement of purpose. Although programs and activities of Crestwood Christian Church and the Crestwood Christian Church Childcare Center have priority in scheduling, not-for-profit groups may use the church facilities if available.

There is no charge for using the church facilities, as it is part of our ministry to the community, however, in order to help us keep it available for community groups such as yours, your group is encouraged to make a donation to Crestwood Christian Church appropriate to the number of times and the amount of space and energy your group uses. Remember, this is not a requirement but is your opportunity to participate in our ministry of hospitality.

All groups must sign a *Building Usage Agreement* recognizing that changes in the Crestwood Christian Church calendar may affect the availability of space. Usage of the facility at any time is at your own risk.

Crestwood Christian Church is not responsible for any injury which may be sustained while participating in activities at the church. Crestwood Christian Church is not responsible for any loss or damage of personal property.

Groups using the church facilities are responsible for:

- the conduct and supervision of their members and guests
- providing proper supervision for their activities
- following all guidelines (including those posted in specific areas)
- turning out lights
- resetting thermostats if changed
- returning any equipment used to its place
- putting furniture back as it was found
- cleaning up after their event

Groups may not use any audio-visual equipment without expressed permission from the Church Office. A fee may be charged for use of this equipment.

Groups may not use the kitchen or any kitchen supplies without expressed permission from the Church Office. A reimbursement fee may be charged for using supplies.

Normal church office hours are 9 a.m.-5 p.m. Monday through Friday. Scheduling of the church facilities is done through the church office at (859) 266-0459. Emergency contact information is posted on the calendars at each entrance.

Activities which are not organized by Crestwood Christian Church may not be scheduled to begin after 9 p.m. by groups or individuals. All activities must end by 9:30 p.m. unless expressed permission is given by the Church Office.

No food or beverages are allowed in any rooms unless permission is granted by the church office.

Outside groups are responsible for any damages which they cause in the course of their activity in the church.