

# VERBENA UNITED METHODIST CHURCH

## Removal of Property Agreement

*Adopted by the Church Council, October 6th, 2013*

1. **Church members** are entitled to borrow church property for offsite use. Church members will not be charged for the use of church property, but must notify the Trustees or the Pastor. Prior scheduling is necessary to avoid schedule conflicts. All property is to be cleaned and in proper order after use, and returned on time. Failure to do so may result in a denial of future use. This excludes all electric items.

2. **Non-members** will not be permitted to borrow church property.

3. **The Property Usage Agreement** must be signed for the church records before any agreement is final.

An agreement between the Board of Trustees of the Verbena United Methodist Church and

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(Name of person or group requesting the use of property)

to borrow the following property of Verbena United Methodist Church:

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for the following times and dates:

beginning time \_\_\_ : \_\_\_ am / pm on the date of \_\_\_ / \_\_\_ / \_\_\_

ending time \_\_\_ : \_\_\_ am / pm on the date of \_\_\_ / \_\_\_ / \_\_\_

*Please check to affirm the statements below:*

\_\_\_ I/We have read the "Property Usage Agreement" and agree to its terms.

\_\_\_ I/We accept responsibility for any damage to the use of the property.

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*Printed Name*

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*Signature*

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*Date*