

SPC- CFC KITCHEN FACILITIES USE APPLICATION

Please use black or blue ballpoint ink. (Pencil not accepted).

This form must be submitted along with Attachment A, SPC FACILITIES USE APPLICATION whenever use of the CFC kitchen is requested.

Requester's Name/Organization (as applicable): _____

Contact Person: _____ Date Today: _____

Address: _____

Home Phone: _____ Work Phone: _____ Telefax: _____

Name of Southminster member who will sponsor activity:

Name: _____ Home Phone: _____

Date Requested: _____ Set-up Time: _____ Event Start Time: _____ Finish Time: _____

Type of food to be prepared: _____

Circle church items requested: Silverware Dishes Glasses Bowls Mixing Bowls Utensils

List items of yours you intend to bring: _____

Circle church equipment requested: Convection Oven Gas Stove Dishwasher Steam Table

Coffee Pots Pots & Pans Large Cookie Sheets Crock for Cold Drinks Coolers for Cold Drinks

Name of person to be "checked-out" on use of requested equipment: _____

Phone Number: _____

FEES (to be listed as appropriate on application form (Appendix A))

A security deposit in the amount of \$100 is required. Each user must clean the kitchen and place all trash in the dumpster. The security deposit of **\$100** (minus **\$25** for custodial fee) will be returned after a final inspection determines that the kitchen was left in satisfactory condition. Deductions will be made for any lost or damaged church property.

OFFICE USE ONLY

Approved/Disapproved By: _____ Date: _____

Disapproval Explanation:

Security Deposit Received by: _____ Ck #: _____ Date: _____