



Edgington Evangelical Presbyterian Church

Established 1837

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Taylor Ridge, IL 61284
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Facilities Use Policy for Edgington Evangelical Presbyterian Church¹

We, as a church, are glad to hear of your plans for your upcoming special occasion. It is very important that you understand that the church's facilities were provided through God's benevolence and by the sacrificial generosity of church members. The church desires that its facilities be used for the fellowship of the Body of Christ and always to God's glory. Although the facilities are not generally open to the public, we make our facilities available to approved non-member persons and groups as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

However, facility use will not be permitted to persons or groups holding, advancing, or advocating beliefs, or advancing, advocating, or engaging in practices that conflict with the church's faith or moral teachings, which are summarized in, among other places, the church's constitution and bylaws. Nor may facilities be used for activities that contradict, or are deemed by the Session as inconsistent with, or contrary to, the church's faith or moral teachings. The Session has final authority on whether a person or group is allowed to use church facilities.

If you can, in good conscience, respect this policy, then we are glad to welcome you and your event in our facilities. At all times, please adhere to the following **Facility Use Guidelines**:

1. There is to be no alcohol in the church or on the church grounds at any time. This also includes the parking lot.
2. Smoking is not permitted in the church building (this includes the bathrooms). If someone must smoke, we urge them to do so outside, and remove any debris created by smoking.
3. Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited while using church facilities. Any person exhibiting such behavior will be required to leave the premise.
4. Church equipment, such as tables and chairs, must be returned to original placement, unless arranged otherwise prior to the event.
5. There is to be NO tape, tacks, pins, or adhesives of any type used on the walls or poles. Hooks that can be used in the ceiling grid are available in the second drawer to the right as you walk into the kitchen from the dining room.
6. You are responsible for all clean up and trash disposal following your use of the church. If you do not know the location of things such as vacuum cleaners, please contact the church office for instructions beforehand. We ask that you leave the church in the same condition you found it. Washcloths and towels are located in the kitchen. Please leave all that have been used on the kitchen counter when you are done. They will be taken care of by one of the church members.
7. Groups are restricted to only those areas of the facility that the group has reserved.
8. Events that include the church's congregation – NO charge
9. Private functions (showers, reunions, etc.) - \$25 charge
10. If the building is not in use when finished, please check that all doors are locked, windows are closed, and lights are off. Then lock up.

In the event of an emergency, please contact either Pastor Zach Hopkins @ 636-541-2121 or Mel Block @ 309-795-1381 or 309-644-0255.

¹ Updated 4/4/2019