

Bald Knob Cross of Peace Facility Use Request

Return form to:

Bald Knob Cross / P.O. Box 35 / Alto Pass, Illinois 62905

This agreement is between BKCP and

(name of person responsible)

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

I have read, understand, and will abide by the BKCP Facilities Use Guidelines: Yes No
Please initial _____

Type of Event (check one): _____

Anticipated number of people in attendance: _____

Event Date: _____

Event time: Starting: _____ Ending: _____

Area(s) Needed:

Base of Cross Area Pavilion Kitchen Area Other (specify) _____

Please check one:

- I am requesting custodial services (\$50 minimal charge)
- I intend to leave the facility clean pursuant to the guidelines

There is no charge for the use of the facilities, except damage fees (amount to be determined by type of damage), and cleaning fees listed above.

All groups using the facility are asked to make a donation to Bald Knob Cross of Peace, in the amount of your choice based on what you determine the service is worth to you. Please know that Bald Knob Cross of Peace operates almost solely on donations from individuals and groups. We appreciate your support.

Signed _____ Date _____

Bald Knob Cross of Peace Facilities Use Guidelines

The facilities of Bald Knob Cross of Peace are dedicated to the glory of God. The leadership of the organization is responsible for the development, use and care of the facilities in accomplishing the organization's mission.

The following guidelines are to be used to insure that:

- 1) Personal safety for all participants is valued;
- 2) The facilities receive proper care;
- 3) Activities conducted on the grounds are consistent with the organizational mission.

Use of the BKCP facilities may be requested by both members and non-members. To reserve the facility, for **all** events/groups of any size, a written request must be completed and submitted. It is **IMPORTANT** that an applicant **NOT ASSUME** his or her request will be accepted, hence, invitations or promotions of an unapproved event held at BKCP, is **STRICTLY PROHIBITED**.

BKCP is open to the public daily and individuals wishing to have small, informal gatherings that do not require reserved space or set up are free to utilize the grounds at will with no previous approval. The intent of this facility use process is to coordinate the use of the grounds for those desiring to execute events which are large, formal, advertised, need designated space, or require equipment set-up. Applicants must understand that approval of their event does not provide them with exclusive use of the grounds. People travel from all over the world regularly to visit the Cross; hence, the grounds remain open to the public during all regular hours. That said, approval of the attached Facility Use Request will insure that no other large events will be scheduled and preferential treatment will be afforded to the applicant to utilize the approved portions of the facilities and grounds.

Facility Use Specifics:

1. The BKCP Facilities Use Request creates an enforceable contract between the applicant and BKCP. By signing the form, the applicant assumes full legal responsibility to insure the parameters of the agreement are understood and enforced.
2. The applicant can only request the use of facilities for a public event or a private event held for him or for an organization which he legally represents, or for a member of his immediate family. I.e., the BKCP facilities cannot be reserved to be used by a third party, co-worker, distant relative, neighbor, etc.
3. In the event the applicant becomes liable for additional charges outlined in this agreement (due to damage, theft, etc.), the applicant agrees to pay said additional charges within 30 days of written notification.
5. BKCP will not be responsible for equipment (tables, lights, sound equipment, etc.) which is rented or used by the applicant.

6. The applicant assumes the responsibility for the actions of all guests and participants using the facility during the days and times listed on the application.
7. All children under the age of 12 on BKCP premises are required to be under direct adult supervision at all times.
8. The BKCP facilities may not be used for any unlawful purpose. All federal, state, and local laws must be honored and followed.
9. The possession, sale, and/or consumption of alcohol anywhere on the property are strictly forbidden. Any public declaration or sale of an item (T-shirt, trinket, etc.) that supports illegal drug use, the glorification of violence and/or death, illicit sex, etc. is strictly forbidden. Excessive public displays of affection are disallowed. The applicant is responsible to take precautionary steps to insure this requirement is adhered to by all event participants.
10. The use of any substance or affixing method which leaves any type of permanent mark on the premises (i.e. markers, paint, nails, tacks, etc.) is strictly forbidden. Painters tape, removable adhesives, are permitted provided they do not leave permanent marks.
11. The applicant is liable for damages done to BKCP facilities or equipment or theft of BKCP property during the days and times listed on the Facilities Use Request.
12. An applicant can choose to pay to have the facilities cleaned by the BKCP custodial staff or may opt to clean the facilities themselves. BKCP custodial services are charged on an hourly basis with a two hour minimum requirement. Applicants wishing to avoid custodial charges must leave the areas they use as good or better than the condition in which they were found.
13. BKCP IS NOT responsible for snow removal services.
14. No “moshing”, stage diving or other potentially dangerous physical types of “dancing” is allowed on the premises. Violations will result in the immediate cancellation of the event and the banning of applicant from further facility requests.
15. Law enforcement must be contacted immediately in the event of any participant displaying physically aggressive behavior.
16. The applicant agrees to hold harmless, indemnify and defend BKCP (including Owner’s agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to, bodily injury, personal injury, emotional injury, or property damage which may result from any person using the BKCP facilities, premises, its entrances and exits, and surrounding areas, for users purposes, regardless of whether such injury or damage results from the negligence of the Owner (including Owner’s agents, employees, and representatives) or otherwise.