

Jerusalem Missionary Baptist Church

REQUEST FOR RENTAL OF **FELLOWSHIP HALL**

DATE: _____

This is submitted to request the use of the Jerusalem Missionary Baptist Church Fellowship Hall and to release Jerusalem Missionary Baptist Church from any Liability. The fee for the use of the Fellowship Hall (4 hours) is **\$250.00**. A **deposit of \$100.00** is required when the facility is booked and the **Complete Balance** is due 3 weeks prior to the date of the event.

Purpose to which facility will be used:

Date the event will be held: _____

Number attending (estimate) _____

Requested Beginning Time: _____

Approximate Ending Time: _____

Responsible Party for this event: _____

I do hereby release, forever discharge and agree to hold harmless Jerusalem Missionary Baptist Church and the directors thereof from any and all liability, claims or demands for personal injury, sickness or death. The undersigned further hereby agree to hold harmless Jerusalem Missionary Baptist Church, its directors, employees, and agents for any liability sustained by said acts of said participant, including expenses incurred attendant thereto. Any property damage incurred during said activity will be the sole expense of said participant. **(No decoration can be put on walls, only on tables, No table cloths or decorations are furnished for any events.)**

Signed this _____ day of _____, 20____

Responsible Party : (Signature) _____

Deposit _____ **Amount Due** _____

Jerusalem Missionary Baptist Church

Marriage Ceremony

DATE: _____

Name: _____

Address: _____

Phone: _____

Upon completion of this form a deposit of **\$100.00** is required and is **non-refundable if not notified within 30 days prior to the wedding**. The remaining fees due **3 weeks** prior to date.

Pre-marital counseling session is required for all couples

Non -Members:

*Wedding Package \$1,500 (this includes 1 (one) rehearsal)

(If using Fellowship hall for reception all services should be completed within 5 hours)

Usage Rules

Rules (including rehearsals)

- NO unsupervised children.
- NO children in sanctuary after the service.
- NO alcohol or drugs on church property.
- NO food or drink in church sanctuary, halls or entry area.
- NO smoking on church property.
- NO rice or confetti to be thrown in church.
- NO profane language on premises.
- It is the wedding party's responsibility to inform all party members and guests of these rules.

Members of Jerusalem Missionary Baptist Church:

*Wedding Package \$300.00

***At least one pre-marital counseling session is required for all couples**

*Counseling session \$100.00 (each)

*Ceremony fee \$150.00

Fees for wedding ceremonies are due 3 weeks prior to ceremony.

Date: _____

Signature of Responsible party: _____

Fees Received _____ Amount Due _____

*** Wedding Package includes use of church with 1(one) rehearsal**

Jerusalem Missionary Baptist Church

Funeral Services

In the event of a death of a member, the immediate family should contact the Pastor as soon as possible. No funeral arrangements should be made with the funeral home until you have spoken with the Pastor to see if the church will be able to accommodate your request for a specific date and time of services. Once a date and time has been established through the Pastor and the funeral arrangements have been made with the funeral home you are to contact the Pastor to confirm the arrangements.

Non-member:

Funeral Services and use of Sanctuary	\$800.00
Burial in Jerusalem Cemetery (opening and closing grave)	\$800.00
Grave marker	<u>\$325.00</u>
Total	\$1,925.00

Non-Active Members of Jerusalem: (a person who has not attended church or contributed financially to the church in 90 days and has not provided the church with any reason)

Fees are the same as a non-member

Active Members of Jerusalem:

Sanctuary and services	no charge
Burial in Church Cemetery	\$350.00
	(Fee for opening and closing grave)
Grave marker	<u>\$325.00</u>
Total	\$625.00

Fellowship hall use upon request from immediate active family members only.

To make arrangements or if you have any questions, please contact one of the following church financial officers:

Albert Fleming	(901)483-1418 – Cell
Deacon Hawkins	(901)299-6678 – Cell
Herman Tate	(901)216-1419 – Cell