



SAYVILLE CONGREGATIONAL UNITED CHURCH OF CHRIST

131 Middle Rd., Sayville NY 11782
Phone: 631.589.1519 Web: sayvilleucc.org

Building Use Request

Date of request _____

Date(s) requested _____ Day of the Week _____

Frequency (check one): Once(____) Weekly(____) Monthly(____)

Time of Day: From _____ a.m./p.m. to _____ a.m./p.m.

Number of people attending: _____

Room Requested: Vestry (____) Fellowship Hall (____) Classroom (____) Sanctuary (____)

Equipment Requested: (indicate number): Tables(____) chairs(____)

Purpose of request: _____

Name of Group: _____

Name of Contact Person: _____

Address: _____

Phone: _____ Email: _____

Fees as specified in the Schedule of Fees for building use and liability for breakage, misuse or loss is accepted by the person making this request.

Use of the piano and/or organ is not allowed without consent from the Minister of Music.

Use of audio or visual equipment will be an additional charge.

Sayville UCC reserves the right to use of the space with 30 days notice.

If paying by check, make check payable to Sayville Congregational UCC.

****Agreed upon Fees Due to Church Office on the 1st of the month for previous month.**

Approved: _____ Date _____ Fee _____

Signed: _____ Date _____

Rev. 09/2025