



Building Use Policy

March 2024

Purpose

This policy outlines the guidelines and procedures for the use of 1st Street Church's facilities—including the church building, fellowship hall, classrooms, and other associated spaces. These guidelines are established to ensure the responsible use of the property while supporting the church's mission and values.

Procedure

1. Building Use Request

All requests for the use of church facilities must be submitted through an online form. 1st Street Church forms can be found at: <https://1ststreetchurch.com/forms>

2. Approval

The use of church facilities is subject to approval by the Lead Pastor or an appointed administrator. Approval will be given in writing by email.

Priority will be given to church members hosting activities and events that align with the church's mission and values.

Eligibility

Individuals recognized as church members or attenders, as well as recognized church ministries, are eligible to reserve the building. Individuals not associated with 1st Street Church are not eligible to reserve the building for private use.

Non-church groups and community organizations may request facility use, subject to availability and approval. Fraternal societies and organizations with political affiliations are not eligible to reserve the building for private use.

General Policies

Responsible Use

All facility users are expected to use the property responsibly and in a manner that respects the church's values.

Security

Facility users are responsible for the security and condition of the property during their use and should ensure that doors and windows are securely locked before leaving.

Cleaning

Users must leave the facility in the same condition they found it. This includes, but is not limited to, emptying trash bins, vacuuming, cleaning dishes, etc. Any damage or breakage should be reported to the church leadership.

Decorations

Decorations may be used but must be removed before the facility users leave.

Alcohol and Smoking

Smoking and alcohol consumption is not permitted on church property. The only exception is for wine that is used for the ordinance of Communion—however, the Lead Pastor must give approval.

Child Protection

All events with children present must comply with 1st Street Church's child safety policies.

Fees and Donations

There are no fees or donations required to reserve the building, but donations are accepted.

Compliance with Laws

All facility users are required to comply with local, state, and federal laws and regulations.

Enforcement and Violations

Non-compliance with this policy may result in the denial of future facility use.

Any illegal activity on church property will be reported to the appropriate authorities.

Communication

This policy and others can be found at <https://1ststreetchurch.com/info>

This policy will be periodically reviewed to ensure its effectiveness and relevance.

Amendments may be made with the approval of the Lead Pastor.