

**BUILDING USE APPLICATION**

**First Presbyterian Church**

213 Main Street, Clarksville, TN 37040, 931-645-6551, [fpcclarksville@gmail.com](mailto:fpcclarksville@gmail.com)

PLEASE COMPLETE THIS FORM AND RETURN TO THE CHURCH OFFICE OR  
FAX TO 931-645-9962

Organization: \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Contact phone# and email: \_\_\_\_\_

**Use Category** (please circle one)

Organization/Program      Church/Non-Profit/Community Service      FPC Member

Please describe program(s), event(s): \_\_\_\_\_

Number of Adults (approx.) \_\_\_\_\_ Number of Children/Youth (approx.) \_\_\_\_\_

Supplies/Equipment needed: \_\_\_\_\_

This request is for use of (room/rooms) \_\_\_\_\_ on (date) \_\_\_\_\_

At (time) \_\_\_\_\_ for (duration) \_\_\_\_\_

I have read the First Presbyterian Church Facilities & Buildings Use Policy and Guidelines. Both the group I represent and I agree to comply with the policy and abide by the guidelines. Additionally I will notify the church office if there are changes or cancellations of meetings or any other alteration of this application. I understand this application is valid for this event only. The use of the FPC facilities and all equipment will be at the risk of the participant(s). FPC does not assume liability of responsibility for any participant. FPC does not make any express or implied warranty of the premises, equipment, machinery, fixtures, or furniture. I/we will provide FPC with a certificate of Liability specifically naming FPC as the certificate holder.

\_\_\_\_\_  
Signature of Contact Person      Date

Key received by: \_\_\_\_\_ Key # \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Church Representative      Date