

Rolling Hills Baptist Church
Regulations for
Ministry Partners Use of Church Facilities

At times, RHBC partners with other evangelical groups or organizations, and allows them to use their facilities on an ongoing basis to help further the Kingdom of God. All ministry partners must agree to the following guidelines for the care, safety, and protection of all involved:

- (A) Any partnership will be entered into through Staff Leadership, Deacons, and Trustees praying and sensing the Lord's leadership in this matter. ALL PARTNERSHIPS WILL BE APPROVED BY THESE 3 GROUPS, AND TAKEN TO THE CHURCH IN A BUSINESS MEETING FOR FINAL APPROVAL.
- (B) All ministry partners must be in agreement with the Baptist Faith and Message.
- (C) Once times and dates are established for the ongoing meetings/events of ministry partners, an RHBC liaison will be appointed. The liaison will coordinate all events, ministry, communication, to enhance the ministry, and to keep the church up on how the ministry is going.
- (D) Other activities or events (outside those originally approved), may be scheduled by ministry partners, but must be scheduled by means of the Building/Facility Use Form (included in this document).
No date will be confirmed until Building/Facility Use Form has been submitted and approved.
- (E) RHBC's facilities are available at limited times, and only if there are no church events scheduled at those times. RHBC reserves the right to cancel any activity at any time, at their discretion.
- (F) All ministry partners must provide a certificate of General Liability insurance in an amount not less than \$1,000,000.00 naming Rolling Hills Baptist Church as an additional insured, and must be attached to the Facility Use Form.
- (G) Ministry partners must insure that all behavior during ministry events are in accordance with this policy. Intoxicating beverages, drugs, games of chance, lewd behavior, or loitering are not permitted under any circumstances. Smoking is not allowed on church property.
- (H) Any sound, video, or other technical equipment used must be approved and set up by RHBC. All interior signage must be approved by RHBC.
- (I) Ministry Partners will be responsible for any damaged property or equipment.
- (J) No food or beverages will be allowed in auditorium or worship areas.
- (K) No events will be allowed that sell items, charge admission, or make a profit from the event.
- (L) Any event that involves children or youth must abide by current RHBC Safety Policy: 2 unrelated adults for every 15 children (up to 17 years of age). Children/Youth at events must not be left unattended, or to enter other facilities not being used by ministry partner.
- (M) All necessary supplies for ministry or events will be furnished by ministry partners.
- (N) All ministry partner agreements are subject to renewal on a yearly basis.
- (O) Ministry partners must agree to hold RHBC (including all staff or personnel) harmless from any and all liability for injury or damage.

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Building/Facility Use Form for Ministry Partners

Requesting OrganizationName of Applicant

Address: _____ City: _____

State: _____ Zip: _____

Is Applicant a member of RHBC? (Circle one) **Yes** **No**

Ministry Liason: _____

Best Phone for Contact: _____ Email: _____

Purpose of Use of Facilities: _____

Total Number of people expected (including spectators): _____

Adults: _____ Youth: _____ Children: _____

(RHBC policy requires 2 unrelated adults per 15 children or teens up to age 17).

Dates and Times Requested:

Month/Day/Year	Day of Week	Start Time <i>(inc. set-up)</i>	Finish Time <i>(inc. clean-up)</i>

Circle all rooms requested for use:

- Auditorium
- Gym
- Kitchen (Gym)
- Fellowship Hall
- Youth Café
- Classroom(s)
- Kitchen (Fellowship Hall)
- The Well Youth Ministry
- Children’s Worship Area

