

Exceptions to this limitation must be approved by the Federated Church Finance and Property Committee. Those Federated Church dances open to the general public will follow the security procedures defined in the attached SECURITY POLICY FOR DANCES HELD AT FEDERATED CHURCH.

11. A reminder: No alcohol, tobacco or illegal drug use is allowed on any Federated Church property.
12. Shoes that mark or scratch the GYM floor are not allowed. Please help us by controlling this behavior.
13. Please replace equipment to its original position, leave the facility as you found it.

SECURITY POLICY FOR DANCES HELD AT FEDERATED CHURCH

1. **SUPERVISION:** Federated Church will supply one adult to assist with the event. The sponsoring group will provide a minimum of Twelve (12) adult chaperones at any one time. The chaperones must keep on the move constantly and be aware of and stop all activity in any part of the building that may be inappropriate, potentially dangerous or improper in any way.
2. **AREAS OF THE CHURCH THAT ARE OFF LIMITS** will be indicated to the sponsors of the event and locked off wherever possible. Federated Church may require an adult sponsor to be stationed in areas that can not be properly locked off.
3. **SECURITY:** The sponsoring group will be responsible to engage the services of an off duty law enforcement officer to be present the entire time that the dance is taking place. The off duty officer is not required to be in uniform, but should display appropriate identification so as to be easily recognized as a law enforcement officer.
4. **ENTRANCE PROCEDURE:** To insure the safety of all participants they will enter the church building through one designated door, remove their coats and leave them in a designated area secure from the dance area. They will then remove the contents of their pockets and have their person scanned by a metal detector. Students not willing to follow this procedure will be excluded from the dance.
5. **LOCK-IN POLICY:** Participants will not be allowed to leave prior to the stated end of the dance.
6. **EXCLUSION POLICY:** Parents will be notified and asked to pick up any participant whose behavior is considered inappropriate or in violation of Federated Church policy.

FEDERATED CHURCH FACILITY AND EQUIPMENT USAGE FEE SCHEDULE

1. When the facility is used by community-based organization(s), the usage fee would normally cover the cost of utilities, depreciation, and clean-up. Any church groups or Church-

sponsored groups (Scouts, etc.) would not be asked for a usage fee. If the kitchen is to be used, contact must be made with the Women’s Fellowship and a designee of the Women’s Fellowship must be present at the event. All donations will go directly to the church for utilities and depreciation.

2. Damage Deposits and daily Facility Usage Fees shall be as follows:

Sanctuary Usage Fees:

Member	\$400.00
Non-Member	\$500.00

Sanctuary Damage Deposit: \$150.00

Fellowship Hall Usage Fees:

Member	\$200.00
Non-Member	\$300.00 (2 Members of Women’s Fellowship must be present)

(If Kitchen is used, an additional fee of \$50.00 will be charged.)

[For wedding receptions, the fee goes directly to women’s Fellowship as stated in the Marriage Guideline booklet].

Fellowship Hall / Kitchen Damage Deposit: \$150.00

Piano Recitals:

Member	\$75.00	Usage Fee
Non-Member	\$75.00	Usage Fee
	\$50.00	Damage Deposit

Gymnasium Usage Fees:

Member	\$10.00	per hour
Non-Member	\$10.00	per hour
	\$150.00	Damage Deposit

Meeting Room

Member	\$25.00	per meeting
Non-Member	\$25.00	per meeting
	\$50.00	Damage Deposit

50% payment of all fees is required at time of booking, with the remaining 50% due two weeks prior to the event date.

Only Church members may use facilities for showers, anniversaries, receptions, family reunions, etc. Usage Fees may be waived for Church members on a case-by-case basis. However, the Waiver must be completed, and the damage deposit must be paid.