



Facilities Use Policy

Effective August 1, 2024

Mission Statement: Unleashing a movement of Christ-Centered, Spirit-Empowered WORLD CHANGERS.

- First Baptist Church Fort Mill (FBCFM) may allow, at its discretion, the use of its facilities for church and non-church events.
- Church events and programming will take priority over all other requests.
- Programs and events must align with FBCFM's mission statement.
- All facilities use requests will be reviewed at weekly staff meetings and requestors will receive a communication regarding approval or denial of the request.
- The church may deny a facility use request, at its sole discretion.
- All fees must be received at least a week prior to the event.

Requests for facility use and related audio/visual support are made by completing an online **Calendar Request form** and an **Audio/Visual Request form** at the following link: <https://www.fbcfm.com/forms>

Space and use fees for church members and outside groups using First Baptist Church facilities for non-church events:

- Worship Center: \$250
- Chapel: \$200
- Fellowship Hall: \$150
- Lower Chapel: \$100
- Kitchen (when kitchen equipment is used): \$75
- Other rooms: \$50
- Audio/visual (requiring an audio person to be present for non-church events): \$100
- Music: To be negotiated by parties involved

Other notes:

- The above fee schedule does not apply to weddings. Please reference the separate Wedding Policy for wedding policy and fee schedule.
- Any reservation of the Worship Center or Chapel may be cancelled due to a funeral.
- The facilities are closed on church holidays.
- Users agree to indemnify and hold harmless FBCFM from any liability, loss and/or injury incurred by or resulting from the using groups members or guests while on FBCFM property.
- No permanent changes may be made to the facilities or property.
- Facilities use should generally be between 8:00am and 8:00pm.
- The responsible person is expected to lock up the facilities when the event is over. Please contact the church office for key access to the building. Return keys to the church office or drop box.
- Events involving children and/or youth must be supervised at all times.