



River of Hope Youth Center

(320) 796-2650

E-mail: hopepres@gmail.com

Activity Request Form for One-time Use (for non-members)

Hope Presbyterian Church is happy to make its River of Hope Youth Center available to those needing space for functions on a first come, first served basis. Our focus is on having Christ-centered activities and events for youth, but we are open to hosting other activities and events. Please fill out this form and return to the church, along with the usage fee, a minimum of 30 days prior to your activity/event.

Usage Fees: \$80.00 for day use

\$120.00 for overnight use

\$200 damage deposit from all renters in a separate check – check will be voided and shredded after the rental if ROHYC is in satisfactory condition, or renter can pick up check within 10 business days of the activity/event.

Guidelines:

- 1) No gambling or use of drugs, tobacco products/smoking/vaping, or alcohol are permitted. Smoking is allowed in the designated smoking area by the church.
- 2) No selling parties are permitted.
- 3) Any activities/events held at the River of Hope Youth Center cannot charge admission.
- 4) Copyright laws must be followed.
- 5) All activities/events may not exceed more than the 100-guest occupancy at one time.
- 6) If anything is missing, damaged, or broken after the activity/event, the Renter is responsible for paying to replace or fix the item(s) in question.
- 7) If renting overnight, you must vacate the premises by 11:00 am the following day.

Requested date of event: _____ Start time: _____ End time: _____

Activity/Event: _____

Renter: _____ Renter's Phone: _____

Renter's Email address: _____

Approximate number of guests: _____

Would you like us to email or call you after approval? (circle one) Email Call

For Office Use Only:

Date request & checks received: _____ Date request approved: _____

Date Renter was notified: _____

Notes (continue on back if needed):