



260 Benton Station Road Benton, TN 37307

www.cfofpc.com

Church Values:

Our declaration of church values was established in 2015 as a guiding principle for our church body. God's Word serves as the core of our church with these values providing a clear understanding of our beliefs. These can be viewed in the "About Us" book.

In no way should facilities be used in any way that is contradictory to the church values!

When you use the building, two simple rules of thumb should guide you:

1. These buildings and grounds are a gift from God, and they represent the sacrificial giving of a lot of people. Use them joyfully for His glory, but do your best to take care of them.
2. When you are finished using the church facilities, remember that others will follow who also want to use them to minister to people. Leave it in great shape, like you would want to find it if you were coming to do a ministry!

Requests and Approvals for Use:

The Administrative Team Leader must approve all uses of church facilities. Priority will be given to church services and functions. Requests for use may be made on the website, cfofpc.com, by submitting the Facility Use Request Form. Notification of approval/denial will be provided by email with reason for denial if there is one. The group or person requesting use must be willing to take responsibility for the facilities and equipment used.

Guidelines for Facility Use:

1. Please only use the area(s) you requested.
2. Church equipment, such as tables and chairs, must be returned to original placement unless arranged otherwise before the event.
3. Clean-up and trash removal is the responsibility of the group/person using the facilities.
4. Usage must be coordinated through the Administrative Team Leader who coordinates the

church calendar.

5. Thermostat may be adjusted but must be reset to the previous temperature before leaving.

In order to comply with our insurance and to protect the grounds, there is to be no:

1. Alcoholic beverages on church property.
2. Smoking or vaping inside the buildings. Please use the outside space at the corner of the building that is allocated for these purposes.
3. Littering the parking lot with trash, cigarettes, etc. There are trash cans and a cigarette are provided for disposal of these items.
4. Do not move the musical instruments. If you need them moved/removed, notice must be given at time of reservation so we can move them for you.
5. Illegal substances of any kind are NOT allowed!
6. Pets other than service animals are not allowed inside the buildings or in fenced areas.