

# St. Michael's Lutheran Church

6379 Wolcottsville Road  
Akron, NY 14001  
(716) 542-2886

## Facilities Request Use Form

Name: \_\_\_\_\_ Church member: Y N

Address: \_\_\_\_\_

Phone No. to be reached at: \_\_\_\_\_

Request is for use of: HALL SHELTER  
(Will assume need use of church kitchen and bathrooms)

Date of event: \_\_\_\_\_ Est. time start: \_\_\_\_\_

Est. time end: \_\_\_\_\_

Comments: \_\_\_\_\_

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### Rules for Facility Use:

- Contact our Chairman (Dale Pafk – 808-341-3626) for any questions/changes in request. Will arrange for unlocking/locking doors.
- Please clean up hall or shelter after use. Return all to original storage location.
- Be sure all is turned off (coffee burner/oven etc) when leaving. Also that all lights are turned off.
- Please let Chairman know if heat is needed to be adjusted up or down.
- Please dispose of all garbage into the cans provided in hall, kitchen or shelter.
- Please report any issues/damage to Chairman.
- FREE WILL DONATION IS APPRECIATED FOR FACILITY USE.