

Application & Agreement for use of Facilities

SECOND BAPTIST CHURCH

Pastor Christopher A. Bourne Sr. - Parish under-shepherd

925 South Shamrock Avenue * P.O. Box 479 * Monrovia, CA 91017

Office: (626) 358-2136 or (626) 358-8198 * Fax: (626) 303-2477 *

Website: www.Sbcmonrovia.org

Sanctuary Rental: \$750.00 for 2.5hrs (No decorations allowed)

Fannie Goodwin Bldg. Rental: \$1000.00 4hrs

Half price \$600.00

Live Stream \$150.00

Table Cloth Rental: \$9.00 Per Table / Serving Table Cloth \$24.00

No cooking, No Dancing, No secular music

Catering and or bring in food (Caterer must be on time) Food can be warmed

Serving Utensils not included

No smoking, No Alcohol

Maximum Capacity 180 people

Carpet for sanctuary is allowed, Flower arrangements are allowed,

No hanging or tapping things on wall in Sanctuary nor Fannie Bldg. (Hall)

How many easels needed

In order to reserve a date, we would need receive required deposit in advance

You can make payment by

Check, Money Order, Cash, Credit Card (Make check out to Second Baptist Church) If paying with credit card an additional 2.44% will be charged

Payment can be dropped off at the office or mailed to

Second Baptist Church

P.O Box 925

Monrovia, CA. 91017

or pay on the Second Baptist Church website at <https://www.sbcmonrovia.org/give/> - click give now-**FACILITY RENTAL**

NO DANCING, NO SMOKING, NO ALCHOLIC BEVERAGES!!!!!!