



Facility Use Policy

Revised 2017.08.15

Purpose of Facilities

The facilities of FreeWay Bible Chapel were provided through God's benevolence and by the sacrificial generosity of church members. The church desires that its facilities be used for the promotion of God's glory facilitating the work of ministry. Although the facilities are not generally open to the public, we make our facilities available to approved non-members as a witness to our faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice.

FreeWay Bible Chapel limits the use of its facilities to those activities which are in keeping with a biblical philosophy and practice of ministry as decided by the Board of Elders. Facility use will not be permitted to persons or groups holding, advancing, or advocating beliefs or practices that conflict with the church's faith or moral teachings, which are summarized in our Statement of Faith and our Statement on Marriage, Sexuality, and Gender. Nor may church facilities be used for activities that contradict, or are deemed inconsistent with, the church's faith or moral teachings. The Board of Elders is the final decision-maker concerning use of church facilities.

Religious Activities

All FreeWay Bible Chapel property and facilities (including furniture, fixtures, and equipment) are holy and set apart to worship God. (Colossians 3:17). FreeWay Bible Chapel facilities are consecrated to our religious ministry and mission because they are a provision from God. Use of FreeWay Bible Chapel property shall be for the propagation of the Christian faith, for fellowship, witnessing, religious teaching, and charity. Therefore, all use and occupancy of Freeway Bible Chapel property shall be limited to persons of our particular religion, the propagation of religion, or related religious purposes.

All activities on church property must cohere with the religious purpose of FreeWay Bible Chapel and further its Christian mission, whether the activity has an overt liturgical religious purpose (preaching, worship services, Bible instruction, communion, baptism) or a non-liturgical religious purpose (social service, mentorship, community service, benevolence, charity, schools). FreeWay Bible Chapel conducts all activities in order to advance or express its Christian mission, message and viewpoint. Church facility use shall be exclusively conditioned on whether the use promotes FreeWay Bible Chapel's mission, message and viewpoint, as all facility usage is an opportunity to glorify God. In addition, church property is exclusively reserved for persons and organizations who agree to abide by FreeWay Bible

Chapel's Statement of Faith and Statement of Marriage, Sexuality, and Gender which are found on the FreeWay Bible Chapel website.

Likewise, FreeWay Bible Chapel facilities are not generally open to the public and may not be used by persons or groups holding, advancing, or advocating beliefs that conflict with the FreeWay Bible Chapel faith or moral teachings – including but not limited to FreeWay Bible Chapel's written Statement of Faith, which are incorporated herein by reference, as if fully set forth herein.

Any facilities that are made available to approved non-members for usage are meant to further FreeWay Bible Chapel's calling to minister to others, in the vein of charity and witnessing to our faith. For this reason, FreeWay Bible Chapel's property cannot be used for purposes that contradict the church's beliefs, which would constitute a grave violation of the church's faith and religious practice, as well as degrade the religious integrity of the church. (II Corinthians 6:3; and 14; I Thessalonians 5:22.)

Ownership / Control

FreeWay Bible Chapel's board of elders possesses the exclusive power to enforce conformity of belief. In regards to facility usage, FreeWay Bible Chapel seeks to avoid member confusion, formal or material cooperation with evil, and scandal by associating with any conduct that contradicts its religious beliefs. (1 Peter 2:12.) Church property issues or disputes are directly related to religious doctrine and practice, as all facilities are utilized in a manner to advance or express FreeWay Bible Chapel's Christian mission, message, and viewpoint. (Colossians 3:17.) In the event that church facility use departs in any way from [Church's] doctrine, mission, written Statements of Faith, teaching or policies. FreeWay Bible Chapel's designated religious authority shall exclusively resolve any disputes. The board of elders alone may make inquiry into the religious law and usage of FreeWay Bible Chapel facilities and is therefore essential to the resolution of the controversy.

Facility Usage Fee Rate

FreeWay Bible Chapel is a not-for-profit corporation. Because the facility is exclusively utilized for religious and ministry purposes, it may be reserved for the below-market rate of \$500. The fee is intended to be used for general maintenance and cleaning of church facilities.

Guidelines and Requirements

Each individual, group, or organization utilizing FreeWay Bible Chapel's facilities (including equipment and property) is required to abide by all church guidelines, requirements and use restrictions at all times. Each individual, group, or organization is required to sign FreeWay Bible Chapel's Facilities Usage Agreement.

FreeWay Bible Chapel incorporates its Statement of Faith on Marriage, Sexuality, and Gender Identity, as if fully set forth herein.

Use of any controlled substances, including alcohol, tobacco products, and marijuana, is strictly prohibited on church property.

Church facilities are to be used with care and left in good, clear condition.

Licensee(s) or Invitee(s) reserving FreeWay Bible Chapel facilities or property must confine said usage to pre-approved areas of the church property, as provided for in their Facility Usage Agreement.

Any events involving children and youth require adequate adult supervision, provided by the reserving licensee(s) or invitee(s).

FreeWay Bible Chapel reserves the right to coordinate and schedule alternative activities and events in other church facilities.

FreeWay Bible Chapel reserves the right to accept or deny any applicants who seek to utilize or reserve FreeWay Bible Chapel facilities. Permission that is granted to licensee(s) or invitee(s) to utilize FreeWay Bible Chapel facilities or property shall not be transferred or passed to any alternative individual, group, or organization without the permission of FreeWay Bible Chapel.

Insurance and Indemnity

Any and all damage occurring to FreeWay Bible Chapel facilities as a result of their use or reservation, shall be repaired and replaced by the licensee(s) or invitee(s), at a cost determined by the board of elders or their designee.

All who reserve FreeWay Bible Chapel property or facilities for use agree to release, protect, defend, indemnify and hold harmless FreeWay Bible Chapel and its trustees, officers, employees, members and other representatives from and against any and all claims, liabilities, losses, damages, actions, costs and expenses (including, without limitation, reasonable attorney's fees and other legal costs) directly or indirectly arising out of their use of any FreeWay Bible Chapel facilities.

Application

All of our members, employees, and volunteers must affirm and adhere to this Facility Use Policy and church policies referenced therein to qualify for involvement with the ministry. This is necessary to accomplish our religious mission, goals and purpose.

Any non-members who wish to utilize the FreeWay Bible Chapel facilities must acknowledge receipt and review of this Facility Use Policy. Further, non-members must agree to conduct themselves and their event, as well as utilize church facilities, in a manner consistent with the FreeWay Bible Chapel's purpose, ministry, Written Statements of Faith and policies, as set forth herein.

Reservations and Cancellations

1. All requests for the use of church facilities should be submitted to the Building Use Coordinator by completing a Facilities Request Form.
2. The Building Use Coordinator may approve requests submitted by church members or he may submit the request to the Board of Elders who will confer with one another. The Board of Elders must approve requests submitted by individuals and organizations from outside the church.
3. Activities shall be scheduled on the church calendar only after approval is granted. Dates will be held tentatively pending submittal of paperwork and approval from Building Use Coordinator and/or Elder Board.

4. Requests will be honored typically on a first-come, first-serve basis according to the date the request form is received by the Building Use Coordinator. Exceptions may be made by the Board of Elders based on the nature and priority of the activities under consideration. Associated fees are due within five business days, unless other arrangements are made with the Building Use Coordinator.
5. Ministry events and activities of The Bible Church have priority over all requests.
6. The Building Use Coordinator should be informed as soon as possible upon the cancellation of a meeting date. All fees will be reimbursed within five business days of receiving notice of cancellation.
7. The Board of Elders may, at its own discretion, cancel previously approved reservations for the use of church facilities to individuals or groups, whether members or non-members.

General Rules

1. An authorized overseer must be present at all events. This person must be an Elder, Deacon or a church member authorized by the Board of Elders to oversee an event. This person will be responsible for lock up, lights out, etc., and ensuring that proper clean up takes place.
2. Events should not be scheduled past 9:30 p.m. to allow sufficient time for vacating and closing down the building by 10:00 p.m. Tables, chairs and equipment shall be returned to their original arrangement and cleaned if necessary. Windows shall be closed, doors locked, and lights turned off when leaving.
3. Furniture and equipment may not be removed from the church facility without prior approval of the Building Use Coordinator.
4. The church's nursery policy shall apply in every situation that nursery childcare is provided.
5. Use and moving of the church's sound equipment is permitted only under the supervision of the Building Use Coordinator or his designated representative.
6. The sale of general merchandise on church premises is not allowed, except for Christian music and books, and other ministry related materials.
7. No smoking is allowed in church facilities. No alcoholic beverages or controlled substances are allowed at any time on church property.
8. Groups or individuals shall replace or repair at their expense damage to facilities or equipment due to misuse of facilities or equipment.
9. The use of the kitchen must be approved by the Building Use Coordinator.
10. No tape, staples, thumbtacks, nails or any kind of adhesives may be used on any wall surface, woodwork or ceiling tile. Use gaffer tape only when taping cords to carpet.
11. FreeWay Bible Chapel assumes no responsibility for articles left at the church facility.

Disasters

In the event of a natural disaster or other such catastrophic event, the facility may be made available to federal, state, and local authorities as deemed appropriate by the Board of Elders.