

# SOUTH SANTIAGO LUTHERAN CHURCH

## Building Use Policy

### Mission Statement: *Teach the Word, Reach the World.*

**We will pursue our mission in this way:** *We are a congregation whose core values seek changed lives through the power of the Holy Spirit by forming and sustaining life-long personal faith in God through Christ Jesus. We do this by seeking to be engaged with our congregation, the community around us, and the world through cross-generational ministry and radical hospitality revealed and led by God's Word.*

South Santiago Lutheran Church welcomes the use of facilities and property by SSLC members and other groups who support the mission of the church. The use of our building becomes an extension of our mission so our building and property will be used for activities that reflect that extension of our mission.

The building, equipment, furnishings and supplies are property of the congregation and therefore, shall not be used by any group or individual without prior approval. Return of items must be timely and in accordance with the usage agreement. Additionally, items are to be returned in the same condition or better, otherwise you would be responsible for replacement of item/items. Arrangements for the above shall be made with the pastor, church secretary, or with approval of an Officer of the Council.

Building use events fall into one of the following three categories:

1. Congregational events scheduled by the program staff, Congregation Council or Congregation committees.
2. Member events including baptism receptions, wedding receptions, anniversaries, birthday parties, etc. Member weddings may be confirmed in advance as per the wedding policy found in the wedding guidebook.
3. General use by members and non-members.

All groups in category two and three are required to present proof of liability insurance (Home Owners) and sign the Building Use Expectations prior to use of our facilities. The church staff shall approve single use and occasional use agreements. In all cases, the church staff and congregational council reserve the right to refuse the use of the church facilities.

**In addition to use and/or rental fees there will be a 5% of total use/rental additional fee that will be donated to one of the following charities of the user's choice:**

- A. Becker Backpack Buddies
- B. Minnesota Food Share
- C. ELCA World Hunger Relief
- D. Other \_\_\_\_\_