



ΕΛΛΗΝΙΚΗ ΟΡΘΟΔΟΞΟΣ ΜΗΤΡΟΠΟΛΙΣ ΝΕΑΣ ΙΕΡΣΕΗΣ
 GREEK ORTHODOX METROPOLIS OF NEW JERSEY
 Kimisis Tis Theotokou Greek Orthodox Church
 20 Hillcrest Road, Holmdel, New Jersey 07733-1614
 Phone: 732-739-1515 Fax: 732-739-1172
office@kimisis.com
 Reverend Economos Panagiotis Lekkas
 Tax #: 222-134-153/000

APPLICATION TO USE CHURCH OR COMMUNITY CENTER FACILITIES (Please print or type)

Organization: _____ Date of Application: _____

Address: _____

Email: _____ Cell: _____

Person Requesting Permit (print and sign) _____ (18 years or older)

Date Requested: _____ Time From: _____ To: _____

Facility Requested: Gym _____; All Purpose Room: _____; Church: _____

The following amenities are also requested: _____
 (e.g.) Tables (#), chairs (#), setup, stage, microphone, podium, scoreboard, etc.

If this application is granted, the organization which the above represents as an agent, agrees to assume full responsibility for personal injuries and for the loss or damage to the property of the Church and Community Center arising out of said organization's use of the premises. The organization further assumes full responsibility for the preservation of order in those portions of the premises requested in the application for full observance of Church policy and regulations. Any organization not chartered by the Greek Orthodox Archdiocese, utilizing Church facilities, must provide an insurance certificate of liability for bodily injury and property damage in the amount of \$1,000,000.00. The certificate must also name Kimisis Tis Theotokou Greek Orthodox Church as additional certificate holder.

All organizations are responsible for cleanup/trash removal to the dumpster. Failure to do so will result in forfeiture of deposit.

Rental Fees:

Gymnasium:	\$600 for 4 hours plus Cleaning Fee of \$150 per day
Church (rental for non-stewards):	\$700 for 4 hours + Cleaning Fee of \$150*; (for Stewards): \$400 + Cleaning fee of \$150*
All Purpose room:	\$250 for 4 hours + Cleaning Fee of \$100
Setup/Breakdown each occurrence:	\$150
Caretaker Fee:	\$100 per day
Baptism Cleaning	\$150
Chanter for Wedding/Baptism	\$100

To be completed by Office Administration:

Charges: Rental Fee: \$ _____; Labor: \$ _____ Cleaning: \$ _____ Other: \$ _____ Total: \$ _____

Security Deposit of \$400.00 required _____ (Check # _____ Separate Check refundable upon satisfactory inspection of the facility)

SECURITY DEPOSIT RETURNED: _____ Date: _____

Rental Committee Authorization: _____ Date: _____

The Church reserves the right to block out dates for non-use of facilities.
 For further information, contact the Church Office at 732-739-1515.