



JFUMC Facility Use Form

Please place a check by the room/rooms you are requesting below:

CONNECTION CENTER

Disciple Room _____
 Emmaus Room _____
 Genesis Room _____
 Good Shepherd _____
 Pathways Room _____
 Wesley Hall _____
 Other: _____

EDUCATION CENTER

Holyland Room _____
 How Great Room _____
 Rainbow Room _____
 WWJD I _____
 WWJD II _____
 Other: _____

YOUTH CENTER

Room A102 _____
 Room A107 _____
 Room A111 _____
 Room A204 _____
 Room A206 _____
 Other: _____

WORSHIP CENTER

Chapel _____
 Choir Room _____
 Sanctuary _____
 Other: _____

FAMILY LIFE CENTER

Fellowship Hall _____
 Gym/FLC _____
 Kitchen _____
 Other: _____

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Date(s) & Time(s) Needed for Set-up: _____

Date(s) & Time(s) Needed for Event: _____

Is this a recurring event? _____ If yes, list details: _____

Name Of Group: _____ # In Group: _____

Contact Person: _____ Home #: _____

Address: _____ Cell #: _____

Email: _____ Other #: _____

Reason For Use: _____

Special Setup Requirements (sound, tables, chairs, etc.): _____

Will setup assistance be needed? YES _____ NO _____

If Yes, please explain: _____

PLEASE NOTE: CLEAN-UP IS THE RESPONSIBILITY OF THE GROUP USING THE AREA.
All areas used must be reset once event is over.

Return completed form via email to: m.mccoy0822@gmail.com or via fax 982-6111

Date Received: _____ By: _____

Approved: YES NO On Calendar: YES NO