Ziegels Union Church Member Facility Use Request Form

Date submitted:_____

Event Title: _____

Event Purpose:_____

_____

Organization Name (if applicable): _____

Contact Person Name: _____

Phone Number: _____

Email: _____

Date(s) requested: _____

Event Time(s) requested: _____

Set up Time requested: _____

Estimated number of participants: _____

Facility use requested (check all that apply)

☐Kitchen ☐Fellowship Room ☐Grove ☐Refreshment Stand ☐Building Room

☐Other, please specify: _____

Technology use needed (check all that apply)

☐Podium ☐Microphone ☐PC Projection System

☐Other, please specify:_____

☐None

Additional needs/accommodations (please be specific):

_____

Ziegels Union Committee Decision: ☐ Approve ☐ Deny **Date**:_____

Reason for denial: _____

Ziegels Union Committee Fee Decision: _____

Deposit received: $_____ **Date**: _____

Signature (Ziegels Union Committee Representative)_____

(revised 10/2025)